

**DRAFT
AGENDA
BOROUGH OF WENONAH
REGULAR BUSINESS MEETING
April 22, 2021**

I. OPENING:

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

II. PRIVILEGE OF THE FLOOR

Approval of March 25, 2021 Business Meeting Minutes

III. BUSINESS: RESOLUTIONS & ORDINANCES

RESOLUTION 2021-49: Approving the Municipal Alliance Funds for 2021-2022

RESOLUTION 2021-50: Approving the tax collector to transfer or refund tax Block 39 Lot 9 for \$641.38

RESOLUTION 2021-51: Authorizing the advertisement of public bids for the Wenonah Water Tank Rehabilitation

RESOLUTION 2021-52: Awarding contract to Sub-Level Installations, Inc water system modifications phase 1 in rehab water tower project

RESOLUTION 2021-53: Approving change order #1 for R.E.Pierson for S. Marion Ave Sanitary Sewer replacement

ORDINANCE 2021-4: 1ST READ: Amending Chapter 67 Handicapped Parking Elementary School

ORDINANCE 2021-5: 1ST READ: Amending Chapter 72 "Land Use" Fences

ORDINANCE 2021-6 1ST READ: Amending Chapter 72 "Land Use" Storm Water Control 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:

III. APPROVE DISBURSEMENTS

IV. MISCELLEANEOUS-

Appointing Jeffrey Craig to Shade Tree Commission

Approving open house Saturday June 5, 2021 at Wenonah Lake

V. PRIVILEGE OF THE FLOOR

VI. 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, April 22, 2021.**

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: April 19, 2021

Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2020-June 2025

BOROUGH OF WENONAH

RESOLUTION NO. 2021-49

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of Wenonah, County of Gloucester, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Gloucester;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Wenonah, County of Gloucester, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Wenonah Municipal Alliance grant for fiscal year 2022 in the amount of:

DEDR	\$ 3,000.00
Cash Match	\$ 750.00
In-Kind	\$ 2,250.00
2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
John R. Dominy, *Mayor*

CERTIFICATION

I, Karen L. Sweeney, Municipal Clerk of the Borough of Wenonah, County of Gloucester, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council on April 22, 2021

Karen L. Sweeney, *Municipal Clerk/Treasurer/QPA*

RESOLUTION 2021-50

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

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:

Block39 qtr. 2021	Lot 9	Rusinak, David & Angela TDV	\$641.38 refund 2 nd
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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 April 22, 2021.

BOROUGH OF WENONAH

BY: _____
JOHN R. DOMINY, Mayor

ATTEST:

KAREN L. SWEENEY
Municipal Clerk

**RESOLUTION NO. 2021-51
OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF WENONAH, COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

**AUTHORIZING ADVERTISEMENT OF PUBLIC BIDS
FOR THE WENONAH WATER TANK REHABILITATION PROJECT**

WHEREAS, the Borough Special Projects Engineer has prepared specifications and bid documents for the existing Borough of Wenonah Water Tank rehabilitation project and;

WHEREAS, funds have been appropriated to defray the anticipated costs of the existing Borough of Wenonah Water Tank rehabilitation project;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Wenonah that advertisements inviting bids for the existing Borough of Wenonah Water Tank rehabilitation project, is hereby authorized.

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on April 22, 2021.

BOROUGH OF WENONAH

BY: _____
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 April 22, 2021 in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

Karen Sweeney, Municipal Clerk

RESOLUTION NO. 2021 - 52

**RESOLUTION
AUTHORIZING THE PROPOSAL REVIEW AND RECOMMENDATION OF
SUBURBAN CONSULTING ENGINEERS, INC.,
TO SUB-LEVEL INSTALLATION INC.,
FOR THE WATER SYSTEM MODIFICATIONS**

WHEREAS, SCE has recommended the bid of Sub-Level Installation Inc., in the amount of \$191,000.00 for the Water System Modifications; and

WHEREAS, based upon this submission, it is the request and recommendation of SCE that the bid of Sub-Level Installation Inc., 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 \$191,000.00, per CAF (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 Sub-Level Installation Inc., in the amount of \$191,000.00, 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 April 22, 2021.

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 April 22, 2021, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY
Municipal Clerk



April 22, 2021

Via Electronic Mail (wenonahclerk@comcast.net) and Regular Mail

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

Attn.: Karen Sweeney
Borough of Wenonah Clerk

Re.: Borough of Wenonah, County of Gloucester, State of New Jersey
Water System Modifications
Bid Review and Recommendation
Our File No.: SCE-R10302.031
Wenonah Bid No. 2021-35

Dear Ms. Sweeney:

On Tuesday, April 21, 2021, the bids for the above-referenced project were opened at the Borough of Wenonah Municipal Building. **SUBURBAN CONSULTING ENGINEERS INC. (SCE)** has reviewed the two (2) bids and presents the attached Bid Tabulation Summary.

This bid package includes both a Base Bid amount and Supplemental Bid amount. The intended basis of contract award is to award the Base Bid Contract to the lowest responsive bidder. The Engineer's Estimate for the Base Bid was \$248,485.00. The base bid totals ranged from \$191,900.00 to \$205,000.00.

The bid review included the evaluation of the bid prices provided by each bidder, as follows:

CONTRACTOR	BASE BID
Sub-Level Installation Inc.	\$191,000.00
Level-1 Construction Inc.	\$205,000.00

Our review of the two (2) bids indicates that ***Sub-Level Installation Inc.*** is the apparent low responsive bidder of the Base Bid. SCE has checked the state and federal level debarment lists to confirm that the contractor and sub-contractors do not have an active exclusion from award consideration. All other aspects of their bid appear to be complete.

The apparent low bidder, ***Sub-Level Installation Inc.***, has completed water system pump station projects similar in scope of the work under this project and anticipated to sub-contract the electrical



construction. The Borough of Wenonah DPW currently uses the electrical subcontractor for projects and is very satisfied with their work. ***Sub-Level Installation Inc.*** is currently completing a water system pump station project for the Township of Ocean. Based on our review of the Contractor's and Sub-Contractor's qualifications and previous work experiences, ***Sub-Level Installation Inc.*** has provided evidence of their ability to complete this project.

Based on the above, SCE recommends awarding the contract to ***Sub-Level Installation Inc.*** in the amount of \$191,900.00 subject to the Borough Attorney's review of the bid submission packages and availability of funds.

Should there be any questions regarding this recommendation, please contact our office. Thank you.

Very truly yours,
SUBURBAN CONSULTING ENGINEERS, INC.

A handwritten signature in black ink, appearing to read 'Matthew T. Peles', is written over a horizontal line.

Matthew T. Peles, PE
Project Manager

jmm/

Enclosures: Bid Tabulation Summary



BID TABULATION SUMMARY

BOROUGH OF WENONAH

PROJECT NAME: WATER SYSTEM MODIFICATIONS
 PROJECT LOCATION: BOROUGH OF WENONAH, COUNTY OF GLOUCESTER
 WENONAH BID NO: 2021-35
 BID OPENING: APRIL 20, 2021 at 10:00am

ITEM NO.	DESCRIPTION	BID QUANTITY	UNIT	ENGINEER'S COST ESTIMATE		SUB-LEVEL INSTALLATION INC.		LEVEL-1 CONSTRUCTION INC.	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID - WELL #3 IMPROVEMENTS									
1	WELL #3 IMPROVEMENTS	1	LS	\$ 215,985.00	\$ 215,985.00	\$ 144,400.00	\$ 144,400.00	\$ 172,500.00	\$ 172,500.00
2	ALLOWANCE FOR PLC INTEGRATION	1	ALLOW	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
3	INSTALLATION OF FIRE HYDRANTS AT BUTTONWOOD AND SHAWNEE INTERCONNECTION LOCATIONS (1 PER LOCATION)	2	EA	\$ 10,000.00	\$ 20,000.00	\$ 17,500.00	\$ 35,000.00	\$ 10,000.00	\$ 20,000.00
SUPPLEMENTAL BID No. 1 - EAST BUTTONWOOD INTERCONNECTION									
S1-1	EAST BUTTONWOOD INTERCONNECTION	1	LS	\$ 115,857.50	\$ 115,857.50	\$ 80,000.00	\$ 80,000.00	\$ 82,000.00	\$ 82,000.00
S1-2	ALLOWANCE FOR UNIFORMED TRAFFIC CONTROL	1	ALLOW	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
SUPPLEMENTAL BID No. 2 - SHAWNEE INTERCONNECTION									
S2-1	SHAWNEE INTERCONNECTION	1	LS	\$ 112,238.50	\$ 112,238.50	\$ 70,000.00	\$ 70,000.00	\$ 65,000.00	\$ 65,000.00
S2-2	ALLOWANCE FOR UNIFORMED TRAFFIC CONTROL	1	ALLOW	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
SUPPLEMENTAL BID No. 3 - EAST MANTUA INTERCONNECTION									
S3-1	EAST MANTUA INTERCONNECTION	1	LS	\$ 92,556.75	\$ 92,556.75	\$ 77,000.00	\$ 77,000.00	\$ 56,000.00	\$ 56,000.00
S3-2	ALLOWANCE FOR UNIFORMED TRAFFIC CONTROL	1	ALLOW	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
				\$ 248,485.00	\$ 248,485.00	\$ 131,000.00	\$ 131,000.00	\$ 205,000.00	\$ 205,000.00
BASE BID SUBTOTAL									
SUPPLEMENTAL BID No. 1 SUBTOTAL				\$ 130,857.50	\$ 130,857.50	\$ 95,000.00	\$ 95,000.00	\$ 97,000.00	\$ 97,000.00
SUPPLEMENTAL BID No. 2 SUBTOTAL				\$ 117,238.50	\$ 117,238.50	\$ 75,000.00	\$ 75,000.00	\$ 70,000.00	\$ 70,000.00
SUPPLEMENTAL BID No. 3 SUBTOTAL				\$ 102,556.75	\$ 102,556.75	\$ 87,000.00	\$ 87,000.00	\$ 66,000.00	\$ 66,000.00
CONSTRUCTION TOTAL				\$ 599,137.75	\$ 599,137.75	\$ 448,900.00	\$ 448,900.00	\$ 438,000.00	\$ 438,000.00

NOTES:

**RESOLUTION NO. 2021-53
OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF WENONAH, COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

**AUTHORIZING BOROUGH CHANGE ORDER #1 TO THE CONTRACT WITH
RICHARD E. PIERSON CONSTRUCTION, INC.,
FOR THE SOUTH MARION AVENUE SANITARY SEWER REPLACEMENT**

WHEREAS, pursuant to Resolution No. 2021-47, adopted March 25, 2021, the Mayor and Council of the Borough of Wenonah approved and awarded, pursuant to Suburban Consulting Engineers, Inc. (SCE), the bid of to Richard E. Pierson Construction, Inc., for the South Marion Avenue Sanitary Sewer Replacement Project, in the amount of \$109,320.00; and

WHEREAS, the SCE has recommended Borough Change Order #1, dated April 19, 2021 (see attached Exhibit A), for the purposes of rehabilitating the existing manhole (MH-53) (item no. 8) near Station 6+25 to a new 4ft. Diameter Pre-Cast Manhole (item no. 7; and

WHEREAS, the Change Order #1 will result in an overall increase of \$1,500 above the contract amount of \$109,320, for an adjusted Contract amount of \$110,820; and

WHEREAS, based upon this submission, it is the request and recommendation of the SCE that Borough Change Order #1 be approved by Mayor and Council of the Borough of Wenonah.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, that Borough Change Order #1 (increase in the sum of \$1,500) as recommended by SCE correspondence dated April 19, 2021, is hereby approved.

ADOPTED at a regular meeting of the Borough Council of the Borough of Wenonah held on April 22, 2020.

BOROUGH OF WENONAH

JOHN R. DOMINY, Mayor

ATTEST:

KAREN L. SWEENEY, Municipal Clerk

BOROUGH OF WENONAH - COUNTY OF GLOUCESTER

ORDINANCE NO. 2021-4

**REVISING CHAPTER 67-3.1(B) HANDICAPPED RESIDENT PARKING ON EAST
ELM STREET ADJACENT TO WENONAH ELEMENTARY SCHOOL**

WHEREAS, N.J.S.A. 39:4-197 permits municipalities to establish regulations for the parking of vehicles on streets and portions thereof; and

WHEREAS, the Borough of Wenonah deems it to be in the best interests of its residents and for the public safety and welfare of all persons to establish resident permit parking areas upon certain streets, hereinbelow recited, subject to the terms, qualifications and provisions hereof; and

WHEREAS, the Mayor and Council of the Borough of Wenonah have determined that certain amendments to Chapter 67-3.1 of the Code of the Borough of Wenonah are required. The following shall be added as §67-3.1.B(9):

Street	Side	Location	Limits
East Elm Street	Northerly	Excepting designated handicapped parking areas, beginning at a point 104 feet west of the west curb line of North Clinton Avenue extending to 172 feet west of the west curb line of North Clinton Avenue	Any time

NOW, THEREFORE, BE IT FURTHER ORDAINED, the Mayor and Council of the Borough of Wenonah have determined that Section 67-3.1(B)(9) shall be amended to add:

- (9) “The North Side of East Elm Street adjacent to the Wenonah Elementary School beginning at 104 feet west of the west curb line of Clinton Avenue extending to 172 feet west of the west curb line of North Clinton Avenue, utilizing the existing Handicapped Ramp adjacent to the 172 foot mark from west of North Clinton Avenue which shall be appropriately marked with blue paint. Violations shall be subjected to fines in accordance with N.J.S.A. 39:4-197(3)(c).”

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon final passage and adoption and publication according to law.

BOROUGH OF WENONAH

BY: _____
JOHN R. DOMINY, MAYOR

ATTEST:

KAREN L. SWEENEY, MUNICIPAL CLERK

**BOROUGH OF WENONAH
COUNTY OF GLOUCESTER**

ORDINANCE NO. 2021-5

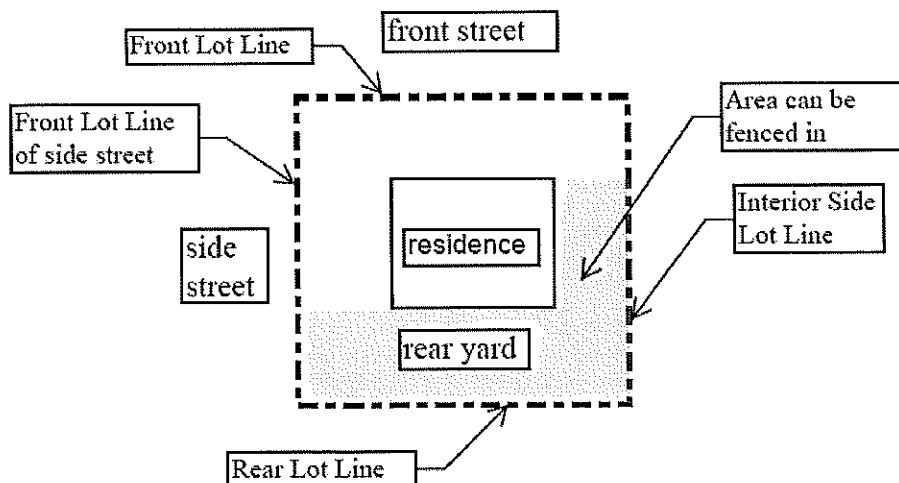
**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 72 ENTITLED "LAND USE"
OF THE CODE OF THE BOROUGH OF WENONAH**

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 72-711(P)(3)(E) - "Land Use-General Regulations-Fences" - of the Code of the Borough of Wenonah is hereby amended as follows:

SECTION 1. Section 72-711(P)(3)(E) of the Code of the Borough of Wenonah entitled "Corner Lots" is hereby amended and supplemented as follows (Additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

- E. CORNER LOTS. ~~On the corner lot, a fence shall not extend beyond the rear plane of a residence or other principal structure located on a property, on the side of the lot wherein the side of said residence or structure faces a street.~~ *For corner lots, the entire rear yard area may be fenced in, between the interior side lot line and the front lot line of the side street. For the yard area located adjacent to the side street, a fence shall not extend beyond the rear plan of the residence. For the side yard area located adjacent to the interior side lot line, the fence shall not extend beyond the front plane of the residence.*



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.

BOROUGH OF WENONAH

ATTEST:

BY:

JOHN R. DOMINY, MAYOR

KAREN L. SWEENEY, MUNICIPAL CLERK

I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on April 22, 2021 and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on May 27, 2021.

In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah this ____ day of _____ 2021.

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

**BOROUGH OF WENONAH
GLOUCESTER COUNTY, NEW JERSEY**

ORDINANCE No. 2021-6

**AMENDING AND REPLACING
CHAPTER 72, ARTICLE VI, SECTION 72-605
ENTITLED “LAND USE – DESIGN STANDARDS – STORMWATER CONTROL”
OF THE CODE OF THE BOROUGH OF WENONAH**

WHEREAS, on January 28, 2021, the Borough Council of the Borough of Wenonah, in the County of Gloucester adopted the Storm Water Control Ordinance; and

WHEREAS, the County Engineer of the County of Gloucester requested two minor changes be incorporated into the adopted Ordinance; and

WHEREAS, the Borough Council seeks to make said alterations at the request of the County and Engineer.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Wenonah that Section 72-605.2 “Definitions” shall be revised so that the term “Board of Chosen Freeholders” shall be removed and replaced with the term “Board of County Commissioners.”

BE IT FURTHER ORDAINED that Section 72-605.9-C “Requirements for a Site Development Stormwater Plan – Submission of Site Development Stormwater Plan” so that “Storm Water Facilities Map: shall be numbered “5” and all following points shall be renumbered accordingly.

I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on April 22, 2021, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on May 27, 2021.

In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah

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

To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for March 2021

Date: April 6, 2021

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
# Service times	10	14	16										
Alarm Systems	2	3	2										
Animal Rescue													
Assist EMS													
Brush	1		3										
Building Fire	1												
CO Alarms			1										
Cover Assignment													
Dwelling Fire	1	3	1										
Exterior Fumes	1	2											
Incorrect Dispatch													
Interior Fumes	1	1											
Investigation			1										
Motor Vehicle Crash		1	1										
Rescue Assignment													
Rapid Intervention	1												
Rubbish Fire													
Service Assignment		1	1										
Structure Fire													
Meetings/drills	2	3	5										
Events			1										
Staff Hours	89.33	95.51	146.2										

Monthly highlights:

- The company responded to a number of illegal burns both in the conservation area and private properties. We will be working with Council to make a public notice concerning the open burn laws.

Tim Nessler
Fire Chief

Public Works Report

Submitted by **Brian Nicholson, Acting DPW Superintendent**

For the month of April 2021 (3/26/2021 – 4/22/2021)

Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Meters installed		1		1									
Utility Mark outs	29	45	96	71									
Water samples for NJDEP	4	4	4	4									

Equipment maintenance

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

Road work

- o Many potholes throughout the borough were filled / patched.

Other activities

Municipal Properties/Maintenance/Compliance

- o Painted the floor in the snack stand at Lake, scheduled to do sand and painting in the next 2 weeks
- o Covered the town 5 times for yard waste collection
- o 5 sewer back ups
- o 1 sewer main back up, Deptford Twp. MUA called in to Jet
- o Cedar Ave Snack Stand reconstruction completed.
- o Accessible Parking spot and sign installed 107 N. Clinton
- o Water service leak on Mantua Ave. Garrison Enterprises completed emergency repair.
- o 4-/2021 a fire hydrant was hit by a tractor trailer on N. Marion and Birch. The hydrant broke and a massive water leak occurred. Approximately 100,000 gallons of water was lost. The driver did not stop but residents were able to get pictures of the truck and MTPD was able to track down the truck. Estimates for the repair should be received by Friday.
- o Cleared out catch basins for storms.
- o Took water samples, water reports to DEP (Monthly)
- o 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													
Yard waste – cu yds	100	20	120	80									
Branches chipped – cu yds	7												

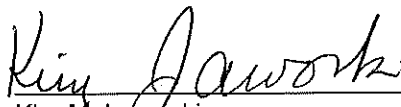
*Indicates combined yard waste and branches

Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
# metal stops	38	50	52	47									
# e-waste stops	24	17	22	18									

*Indicates combined metal and e-waste

Current Taxes	March	2021 To Date
Prepaid Taxes / 2022	0.00	0.00
2021 Taxes	103,415.53	2,303,520.74
2020 Taxes	7,170.23	38,322.43
6% Year End Penalty	514.06	1,201.54
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	4,495.95	6,804.51
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	115,595.77	2,349,849.22


Kim M Jaworski
 Kim M Jaworski
 Tax Collector

Percentage of Collection at March 31, 2021	53.80%
Percentage of Collection at March 31, 2020	51.20%



VIA E-MAIL ONLY

April 21, 2021

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday April 22, 2021
Project Number WNOE012Q**

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

I. CONSTRUCTION PROJECTS:

2021 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. The Notice of Award has been issued to the Contractor and a Pre-construction Meeting was held at the Borough Hall on April 21st. Pre-construction Meeting Minutes will be distributed to all parties, including the Mantua Police Department.
2. The NJDOT has approved the Borough's Award of Contract. Initial Reimbursement Vouchers in the amount of \$185,581.91 for S. Marion Avenue and \$202,500.00 for W. Cherry Street have been submitted to NJDOT. Payments/direct deposits should be forthcoming.
3. The Contractor's Performance Bonds and Insurance Certificates have been approved by the Borough Solicitor and the Contracts have been executed.
4. The Notice to Proceed shall be dated for May 3rd. Construction is expected to be completed by early August.
5. Our office is currently reviewing the Contractor's shop drawings for the project.

II. GENERAL MUNICIPAL ENGINEERING:

2022 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. In addition to Drainage and Roadway Improvements to Lenape Trail, we are seeking Council's input regarding the inclusion of the following additional public roadway improvements in the 2022 Infrastructure Improvement Project:
 - A. Roadway Improvements to Mohawk Drive, from Lenape Trail to Woodbury-Glassboro Road (*Estimated Construction Cost: \$35,000*)
 - B. Roadway Improvements to East Poplar Street, from Clinton Avenue to Princeton Avenue (*Estimated Construction Cost: \$140,000*)
 - C. Roadway Improvements to Monroe Avenue, from Poplar Street to Mantua Avenue (*Estimated Construction Cost: \$70,000*)

Subsequent to Council's decision, our office will prepare a fee proposal for the engineering design, contract administration, and construction inspection.

2021 NJDOT LOCAL AID INFRASTRUCTURE PROGRAM:

1. The NJDOT has yet to complete their review of the Local Aid Infrastructure funding application for roadway and drainage improvements North Jefferson Avenue, from Mantua Avenue to Buttonwood Street.

PY 2021-2022 CDBG APPLICATION: BARRIER FREE IMPROVEMENTS AT LISLE FIELD

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

WENONAH LIBRARY:

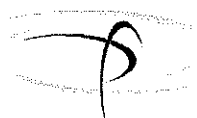
1. The Gloucester County Master Gardeners will be re-planting the Library Rain Garden on May 4th, beginning at 9:30 AM. This project will serve to satisfy one of the required Community Involvement Activities of the Borough's MS4 Stormwater Permit.

WENONAH ELEMENTARY SCHOOL:

1. Measurements for two (2) reserved on-street handicap parking stalls which are to be located on the north side of East Elm Street were obtained and forwarded to Council in anticipation of adopting the enacting Ordinance.

WENONAH LAKE:

1. To address an existing drainage problem, the Public Works Department will be replacing the collapsed storm pipe that runs beneath the Lake Manager parking area. Additional work will include some regrading and the clearing of debris from the pipe entrance.
 - A. The restoration of the disturbed asphalt parking area will most likely be performed under a Change Order to the 2021 Infrastructure Improvement Project.



COMEYS LAKE:

1. The following work at the Comey's Lake Dam remains to be completed.
 - 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 with the Public Works Department as staffing and time permits.

LIGHT RAIL

1. No change since last report.

CONRAIL

1. Our office has prepared a formal report which includes an evaluation and subsequent recommendations for addressing the current and recurring flooding problem in Southeast Avenue, at Cedar Street, and the erosion problems currently being experienced along the west side of Langston Field. We suggest that the Report be forwarded to Conrail by the Borough Solicitor along with a request for corrective action.

SANITARY SEWER SYSTEM

1. The contract for the replacement of the existing sanitary sewer in S. Marion Avenue, from Mantua Avenue to Willow Street, was awarded to Richard E. Pierson Construction Co., who is also the same Contractor who was awarded the 2021 Infrastructure Improvement Project.
 - A. Our office will coordinate the sewer replacement Contract with the 2021 Infrastructure Improvement Project for roadway paving and water main improvements in South Marion Avenue.
2. Our office has solicited and accepted Contractor quotes for the construction of the necessary infrastructure improvements for providing sewer service for the residents on north Woodbury-Glassboro Road.
 - A. A total of four (4) Contractors were solicited and only one (1) quote was obtained.
 - B. We will review the Quote and the Scope of Work with the Public Works Committee to determine a course of action.
 - C. It has been confirmed with NJDEP that the proposed sewer infrastructure improvements will require Treatment Works (TWA) Approval

GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)

1. No change since last report.



BOROUGH WATER TOWER AND WELLS

1. It is our understanding that a Contract for Water System Modifications which are required in preparation for the Rehabilitation of the Borough Water Tower will be awarded at the April 22nd Council Meeting.
 - A. We defer detailed status reports on the Borough Water Tower Project to Suburban Consulting Engineers (SCE).
2. Our office defers detailed status reports on the existing Borough Water System 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 for February 2021 is slightly higher than prior years' water usage for the month of March but still projects to be safely below the annual allocation limit of 72.07 million gallons per year.

FIRE HYDRANT DAMAGE

1. An existing fire hydrant located on Birch Street was recently struck by a vehicle. The replacement/repair of the hydrant is being coordinated by Public Works. It is estimated that the leak resulted in a loss of over 90,000 gallons of water and therefore, we have documented the leak in the Borough's monthly Water Usage spreadsheet.

MANTUA AVENUE WATER SERVICE LEAK

1. A leaking water service in Mantua Avenue was discovered by Public Works and subsequently repaired by Garrison Enterprise, Inc.
 - A. Our office will help coordinate the necessary roadway repair work, possibly through a Change Order to the 2021 Infrastructure Improvement Project.

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 (MS4)

1. We have coordinated a Rain Garden Workshop at the Wenonah Library scheduled for May 4th at 930 AM. The Workshop is being sponsored by the Gloucester County Master Gardeners and the public is welcome to attend to learn about low maintenance landscaping and water conservation measures.
 - A. This is a Community Event and therefore, has been publicly advertised as required by the Borough's MS4 Permit.
2. The County has requested a number of minor revisions to the Borough's Stormwater Control Ordinance (SCO). Our office has revised the Borough's SCO accordingly and it is our understanding that the amended Ordinance is scheduled for re-adoption.
3. To satisfy the "School Youth Education and Activities" element of the Permit, the Wenonah Elementary School, in conjunction with the Americorps Ambassadors Program, will be performing a number of virtual Classroom Presentations scheduled for the month of May. Our office will document these activities in the 2021 SPPP.

SOUTH JERSEY GAS IMPROVEMENTS:

1. Our office is aware of a number of resident complaints regarding the proper restoration of disturbed areas resulting from a construction contract for natural gas infrastructure improvements within the Borough. In order to ensure that the post-construction restoration is satisfactorily performed, our office, in cooperation with the Public Works Department, will inspect the project, prepare a punchlist, and coordinate its completion with the Contractor.

BOROUGH TRUCK TRAFFIC

1. No Change Since Last Report.

TRAFFIC CALMING & SAFETY MEASURES

1. Our office is investigating various non-intrusive options for traffic control for both Maple Street and Marion Avenue, including painted traffic stripes/markings and roadside delineators.
2. Our office will work with the Public Works Department on the identification of intersections that are in need of crosswalk striping to facilitate pedestrian street crossings. The focus area will include those intersections that are located within 500 feet of a school or public park.

NORTH LINCOLN AVENUE RIGHT OF WAY VACATION

1. No Change Since Last Report.



BLOCK 13 EROSION PROBLEM (NORTHWEST OF JEFFERSON & ELM)

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

LAND USE ORDINANCE MODIFICATIONS

1. Our office assisted with revising the Borough's Fence Ordinance and a first read is scheduled for the April 22 meeting.

III. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:

STOCKTON AVENUE EXTENSION

1. No Change Since Last Report.

#9 SHAWNEE DRIVE

1. Additional work remaining includes the installation of a landscape buffer to screen the arrays from public view. Once all work is completed, a final inspection will be performed to verify compliance with the Board's Conditions of Approval.

#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. No significant Activity.

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)

