

# BOROUGH OF WENONAH

www.boroughofwenonah.com

October 28, 2021

## COUNCIL MINUTES – BUSINESS MEETING

**Call to Order:** 7:00 p.m. by Mayor John R. Dominy  
Wenonah Municipal Building, 1 South West Avenue, Wenonah, NJ 08090

### Pledge of Allegiance

**Roll Call:** Present: Mayor Dominy, Councilpersons Cox, Doheny, Mayer  
Solicitor Matthew Lyons, Clerk/Admin Karen L. Sweeney  
Absent: Barbato, Fini, Fu

### Open Public Meetings Act Statement:

#### Adoption of the Agenda:

Cox/Mayer  
All in Favor

#### Open to the Public

Cox/Mayer

Resident Jeff Craig, 3 W. Buttonwood, raised concerns if the GCL line comes through town. He opposes the train and indicates he thought Wenonah will be severely impacted. It would be costly to install quiet zones at the two railroad crossings, for which the borough would have to incur the costs. The mayor stated that Wenonah passed a resolution for a quiet zone but indicated he does not know if it will do any good.

Resident Tamar Shelov, 104 N. Monroe, reminded everyone of the Woman's Club Holiday Market on December 4, 2021, 10-2.

#### Close to the Public

Cox/Mayer

#### Motion to Approve: September 23, 2021, meeting minutes

Cox/Mayer  
All in Favor,

Ayes: Cox, Doheny, Mayer

Nays: None

Abstain: None

Absent: Barbato, Fini, Fu

#### Motion Approved

**Motion to Approve: Resolution 2021-79:** Approving Special Emergency appropriation for the purpose of covering extraordinary expenses for the repair of public property damage by EF3 tornado from tropical storm Ida

Cox/Mayer

Ayes: Cox, Doheny, Mayer

Nays: None

Abstain: None

Absent: Barbato, Fini, Fu

#### Motion Approved

**Motion to Approve: Resolution 2021-80:** Approving Emergency Authorization contract with RE Pierson for \$350,000 to be ratified Cox/Mayer

Ayes: Cox, Doheny, Mayer  
Nays: None  
Abstain: None  
Absent: Barbato, Fini, Fu

**Motion Approved**

**Motion to Approve: Resolution 2021-81:** Approving SCE requesting Change Order No. 1 for Sub-level for \$5,687.80 associated with the temporary generator Cox/Mayer

Ayes: Cox, Doheny, Mayer  
Nays: None  
Abstain: None  
Absent: Barbato, Fini, Fu

**Motion Approved**

**Motion to Approve: Resolution 2021-82:** Authorizing participation in Sustainable Jersey and the Idle Free NJ Program Doheny/Mayer

Ayes: Cox, Doheny, Mayer  
Nays: None  
Abstain: None  
Absent: Barbato, Fini, Fu

**Motion Approved**

**Motion to Approve: Resolution 2021-83:** In Support of the Regional Municipal Court Study in Gloucester County Mayer/Cox

Ayes: Cox, Doheny, Mayer  
Nays: None  
Abstain: None  
Absent: Barbato, Fini, Fu

**Motion Approved**

**Motion to Approve: Resolution 2021-84:** Authorizing the tax collector to transfer or refund overpayment of taxes for Block 66.02 Lot 4, for \$250.00. Cox/Mayer

Ayes: Cox, Doheny, Mayer  
Nays: None  
Abstain: None  
Absent: Barbato, Fini, Fu

**Motion Approved**

Mayor Dominy read into the record the following:

**Motion to Approve:** (no resolution) The authorization of the Borough of Wenonah to advertise and go to bid for the debris cleanup and infrastructure repairs and related damage. In addition, to have the borough engineer and the borough clerk prepare specifications.

(Phase 2) Cox/Mayer

Ayes: Cox, Doheny, Mayer  
Nays: None  
Abstain: None  
Absent: Barbato, Fini, Fu

**Motion Approved**

**Committee Reports:**

- Public Safety & Personnel - Susan Mayer; See attached Police and Fire Department reports.
- Police Chief Darren White gave the highlights from his report.
- Fire Chief Nessler - Tim Nessler absent; see report
- Public Works – Dan Cox; see attached Public Works Report. Brian Nicholson spoke about leaf pickup being a slow process. The water tower rehab is on-going and Public Works is still working on the tornado aftermath damage and clean up.
- Human Services - Anthony Fini; Absent. Council Woman Doheny announced the Clean Communities Day is set for Saturday Nov. 13, 2021. Every group was notified we are hoping to get a good turnout. We will not go into the park and will concentrate on other areas.
- Budget & Finance - Jessica Doheny; No report See attached Tax Collector & Treasurer's report.
- Legal & Ordinance - Peter Fu; Absent: No report.
- Public Bldgs. & Grounds - Jonathan Barbato absent; Council President Dan Cox read report. See attached report.

**Engineers Report:** Dave Kreck- Please see attached engineers report for all projects going on in town. The Emergency Contract is under way, and we have gotten 60% of the work done. We talked earlier tonight about going out to bid for the second half of the work. We will be opening bids by November 16th and award that contract to keep the process moving. As I do not think the emergency work will be completed, the park may not be available for the Holiday Market on December 4<sup>th</sup>.

**Motion to Approve:** Disbursements

Mayer/Cox

Roll Call:

Ayes: Cox, Doheny, Mayer

Nays: None

Abstain: None

Absent: Barbato, Fini, Fu

**Motion Approved**

**Miscellaneous:** Brief discussion on the Best Practices Inventory (BPI) and scoring summary requirements from Local Finance Notice (LFN)

**Motion to approve:** Two new membership applications for the Fire Company: Mayer, Cox  
Anthony Taraschi and Shane Walsh. All in Favor

**Open to the Public:**

Cox/Mayer

- Gary Odenbrett, Shade Tree Chairman, gave updates and an overview of the damage in the clear zones. There were 109 volunteer hours. Shade Tree working on a master plan with Jack Sheppard (Professional services) in regard to the Wenonah Park.
- Scott Barnes, 104 S. Jefferson Ave and Environment Commission, indicated the trails are open except for Glenn Trail.

**Close to the Public:**

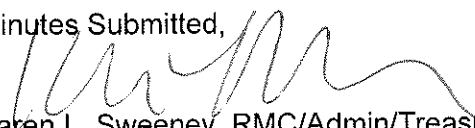
Cox/Mayer

Mayor Dominy extended his thanks to everyone.

Motion to Adjourn: 7:45 pm

Mayer/Cox  
All in Favor

Minutes Submitted,



Karen L. Sweeney, RMC/Admin/Treasurer

Approved: December 16, 2021



# Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



**Darren E. White**  
Chief of Police

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

**Shaun J. Butler**  
Lieutenant

**Brian L. Grady**  
Captain

October 28, 2021

To: Mr. Mayor and members of the Township Council

From: Chief White

Re: Workshop report

- We set up an employee assistance program and are working on a policy for the police department defining mandatory referrals. With everything going on recently, we have already used this program several times. I would recommend it for any municipality who does not have one. You do not have to have a police department for it to be useful and it is not that expensive.
- We had a debriefing for all involved in our recent critical incident with The Mercury Group, which reportedly went well. This is an organization specifically trained to host these types of debriefings.
  - Only the involved officers were in attendance.
- We also held an optional informational departmental meeting for anybody who wished to attend. The county prosecutor attended so provide more specific information as far as timeline and what to expect. In her opinion, with the way things are after directive 2019-4, it will be more than a year until it is presented to grand jury. The state will generally not let us/her know anything other than timeframes for certain informational releases.
- Cpl. Sweeney sent me a letter detailing his plan on retiring February 1<sup>st</sup>, 2022.
- Det. Guidotti sent me an email detailing his intention to retire effective August of next year and asking to use terminal leave beginning in April.
  - Our hiring process has a written test that took place tonight at 6pm. It is the first step in our selection process.
- All our officers are currently recertifying in CPR, which is required every two years.
- We had one fatal crash with a tractor trailer and pedestrian on Mt. Royal Road. Although we do not 100% know the cause, it is assumed that he stumbled while walking down a slight decline towards Mt. Royal Road.
- We had another fatal crash on Barnsboro Rd. with a 23-year old the other day where a 17-year old was reportedly illegally passing on the left as the 23 year old attempted to make a left turn.

- We had another very serious crash where a 7-year-old was significantly injured due to not having a seatbelt and driving with a mother who was suspended. These all occurred in Mantua, but are exemplary of the increased amount of incidents officers have responded to recently and why the employee assistance program could not have come at a better time.
- Ptl. Riepen was in a crash while driving to K9 training in Atlantic County when an individual failed to stop at a stop sign and hit him. The other driver was elderly and stated he thought he might have been experiencing a medical condition prior to the crash. His dog was okay. We are not sure yet what will happen with the car/if it is fixable.
- The state just signed an anti-quota bill which basically says citations and arrests cannot be used for performance indicators and stats cannot be hung in an area so as to encourage competition between officers (among other things). This is frustrating as quotas were already illegal in the state. We are trying to make it a positive and use it as an opportunity to assign officers to complete a specific combination of tasks for each shift, which could be several different things such as a specific amount of radar posts, citizen interactions, house/business checks, or whatever else we can come up with for the officers to still show that they are doing proactive activities. In the past, although we could not require officers to make a certain amount of arrests or make a certain amount of arrests, these things can now not even be used as any type of evaluators as part of a larger picture to help determine the officers suitability for promotion or whether they are performing their jobs effectively.
- Lt. Butler has been performing tow inspections for the two applicants that we received. For the most part, they are fine and the same companies we have been using recently already.
- Officers are continuing their CPR recertification, which is required every two years.
- We hired a new intern from Rowan and are working on getting him all settled in.
- Our bullet proof vest grant paperwork is all complete and submitted.



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

**Incidents Summary List**

Printed On: 10/28/21 14:26

**Reporting Period : 09/01/2021 - 09/30/2021**

	Mantua Police Department	Total
911 Hang Up	1	1
A CO Alarm	2	2
Abdominal Pain	1	1
Added Patrol	11	11
Animal Complaint	1	1
Burglar Alarm Activation	3	3
Cardiac Emergency	3	3
Child Custody Exchange	1	1
Community Policing	2	2
Damage to Property	1	1
Disabled Motor Vehicle	1	1
Dispute	2	2
Disturbance	1	1
Domestic	2	2
Down/Arcing Wires	10	10
Fall Victim	4	4
Fingerprinting	1	1
Fire Alarm System	4	4
Follow Up	1	1
Found Item	2	2
Fraud Complaint	2	2
Fumes	1	1
Fumes Exterior	5	5
Fumes Interior	1	1
General	1	1
Hazardous Road Condition	5	5
House Check	1	1
Hunting Complaint	1	1
Investigate Smoke	2	2
Investigation	4	4
Juvenile Complaint	3	3
Lock Out	3	3
Material Spill	1	1
Medical Alarm	1	1
Motor Vehicle Complaint	3	3
Motor Vehicle Crash	5	5
Motor Vehicle Stop	6	6
Neighbor Complaint	1	1



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## Incidents Summary List

Printed On: 10/28/21 14:26

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Reporting Period : 09/01/2021 - 09/30/2021

	Mantua Police Department	Total
Notification/Informational	1	1
Panic Alarm	1	1
Parking Enforcement	3	3
Pedestrian Stop	1	1
Process Service	1	1
Property Check	9	9
Public Assist	7	7
Radar Enforcement	4	4
Rescue Assignment	1	1
School Crossing	3	3
Solicitation	1	1
Speak To Officer	8	8
Special Detail	1	1
Stroke	1	1
Suspicious Motor Vehicle	5	5
Terroristic Threats	1	1
Traffic Detail	4	4
Transport	1	1
Trespassing	1	1
Unconscious Person	1	1
Unwanted Person	2	2
Well Being Check	3	3
<b>Total</b>	<b>160</b>	<b>160</b>

To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for September 2021

Date: October 28, 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	17	27	34	30	42	62				
Alarm Systems	2	3	2	3	11	6	9	21	5				
Animal Rescue													
Assist EMS				1			1						
Brush	1		3	3	1	2							
Building Fire	1					1	1		1				
CO Alarms			1		1	3	2	2					
Cover Assignment						2		1					
Dwelling Fire	1	3	1	1	1	5	4	1	1				
Exterior Fumes	1	2				2							
Incorrect Dispatch								1					
Interior Fumes	1	1		3		2	1	2					
Investigation			1				1	1	3				
Motor Vehicle Crash		1	1		1	1	2	3	2				
Rescue Assignment								1	1				
Rapid Intervention	1												
Rubbish Fire						2	2		1				
Service Assignment		1	1	1	6	3	2	5	3				
Structure Fire						1							
Vehicle Fire							1	1					
*Tornado Response									39				
Meetings/drills	2	3	5	4	4	4	2	3	4				
Events			1	1	2		2		2				
Staff Hours	89.33	95.51	146.2	109.6	132.4	151.3	195.3	92.59	**TB D				

\*This is not a NFIRS category, but I found it helpful to break out the 9/1/21 tornado responses separately. They were handled by 13-1 personnel and GC Task Force 3.

\*\* Staff hour calculations are not available at this time due to a backup in the call log related to the tornado response.

Monthly highlights:

September 2021 will be etched in the history of Wenonah forever. We never expected the possibility of such a massive and destructive tornado to strike our town and carve a path of destruction directly through the center. As I climbed my way to the firehouse after the storm, unable to respond in my command vehicle due to trees, poles, and wires, I saw in my neighbors the same glassy eyed face I must have had. My first phone conversations were with



Rich Black, Drew Sole, and Asst. Chief Derek Pedersen. I knew I could count on each of these men to get what we needed moving. I then immediately asked dispatch to send me whatever they could.

In my short walk to the firehouse, I only saw a fraction of the devastation not knowing many of our members were unable to get out of their homes or off their streets. We soon realized our town was facing a major crisis. It was not long before we began receiving aid from all over the county. I want to personally thank Chief Dave Deegan from Star Cross Fire Company in Franklin Township and Chief Anthony Baldosaro from Malaga Fire Company for their assistance in helping me manage the emergency that night. Helping us immediately following the storm were:

Clayton Fire Company

Star Cross Fire Company

Franklinville Fire Company

Forest Grove Fire Company

Janvier Fire Company

Pitman Fire Company #1

Malaga Fire Company

Woodbury Fire Department

County Fire Coordinator Pierson

Gloucester County EMS

I am also indebted to the West Deptford Fire Department and National Park Fire Department for providing coverage for us midnight to 06:00 to give our members time to rest and evaluate their own family's needs.

Assisting me on the other side of the radio that evening was PST Scott Tucker, a model of professionalism.

Wenonah OEM Rich Black and Mike DiPaolo, Brian Nicholson and the Wenonah Public Works team, Mayor Dominy, and Mantua PD are all second to none.

The GC Sheriffs Dept and GC Prosecutors Office also came to the firehouse offering whatever assistance they could.

I cannot express enough gratitude for all those who dropped off food and water to us at the station. We were able to feed ourselves and many of the tree and power crews.

The firehouse was staffed by volunteers for six days following the storm. Fire company members assisted OEM with damage assessments, which helped classify the Borough as a major disaster area providing much needed FEMA funds.

Last but CERTAINLY not least I am again going to boast about the amazing group of men and women who make up your volunteer fire company. They left behind their own damaged homes and properties to help those in greater need. Their first instinct after making sure their families were safe was to get to the firehouse ready to help.

I never want to see anything like this again, but if we do I know now more than ever that this little community and our friends can handle it.

---

Tim Nessler

Fire Chief

## Public Works Monthly Report

Submitted by **Brian Nicholson**, Acting DPW Superintendent  
For the month of OCTOBER 2021 (9/22/2021 10/27/2021)

### Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Meters installed		1		1	4	3	2	1	1	2			
Utility Mark Out	29	45	96	71	45	23	27	17	75	135			
Water samples For NJDEP	4	4	4	4	4	4	4	4	4	4			

### Equipment maintenance

- Safety Briefing, Job site observations
- 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 works

- Many potholes throughout the borough were filled/ patched.

### Other activities

### Municipal Properties/ Maintenance/Compliance

- Mowed and trimmed Borough properties
- 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.
- 3 sewer lateral backups cleared by public works.

### Bulk leaf Collection, Yard Wase & Branch Collection, Chipping, Tree removal

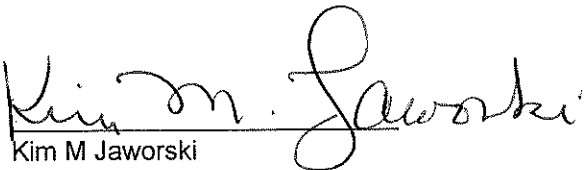
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Leaves- cu yds										40			
Yard waste	100	20	120	80	100	80	60	80	180				
Branches chipped- cu yds	7												

### Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	38	50	52	47	65	72	80	58	77	92			
# e-waste stops	24	17	22	18	26	35	27	14	19	17			

- Indicates combines metal and e-waste

Current Taxes	September	2021 To Date
Prepaid Taxes / 2022	4.05	10,134.67
2021 Taxes	54,311.23	6,756,916.41
2020 Taxes	9,963.75	102,768.18
6% Year End Penalty	679.74	4,058.36
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	3,359.99	19,436.31
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		-4,220.71
Bankruptcy & Foreclosure Fees		0.00
Total Receipts	68,318.76	6,889,093.22

  
 Kim M Jaworski  
 Tax Collector

Percentage of Collection at September 30, 2021	74.09%
Percentage of Collection at September 30, 2020	74.56%

LAKE REVENUE 2021

REVENUES:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Lake Revenues													\$ -
Concession						\$ 1,035.00	\$ 1,739.50	\$ 1,444.50	\$ 42.75				\$ -
Volley Ball Usage													\$ 4,261.75
Walk in													\$ 14,808.00
Pavilion Rental				\$ 25.00	\$ 125.00	\$ 150.00	\$ 100.00	\$ 275.00	\$ 75.00				\$ 725.00
Parties						\$ 676.00	\$ 365.00	\$ 1,136.00					\$ 2,177.00
Day Passes/w/mem													\$ -
Pass Books			\$ 50.00			\$ 600.00	\$ 450.00	\$ 50.00					\$ 1,150.00
Regular Membership			\$ 380.00	\$ 210.00	\$ 1,640.00	\$ 5,785.00	\$ 1,295.00	\$ 385.00					\$ 9,695.00
Noni/Res Membership			\$ 700.00		\$ 700.00	\$ 5,800.00	\$ 2,800.00						\$ 10,000.00
Noni/Res Single Membership							\$ 400.00						\$ -
Other													\$ -
<b>TOTAL:</b>	\$ -	\$ -	\$ 1,130.00	\$ 235.00	\$ 2,465.00	\$ 17,864.00	\$ 12,869.50	\$ 8,530.50	\$ 147.75	\$ -	\$ -	\$ -	\$ 42,816.75

TREASURER'S REPORT 2021

REVENUES:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Property Tax Receipts	\$ 19,287.38	\$ 12,577.60	\$ 7,051.20	\$ 75.83	\$ 15,060.70	\$ 14,624.50	\$ 2,054.38	\$ 11,307.03	\$ 10,643.49				\$ -
Delinquent Taxes	\$ 1,548.04	\$ 735.22	\$ 4,455.95	\$ 104.18	\$ 2,604.81	\$ 3,409.15	\$ 1,742.71	\$ 1,531.50	\$ 3,459.99				
Interest on Delinquents	\$ 658,847.11	\$ 1,541,258.10	\$ 104,048.62	\$ 635,967.20	\$ 1,428,707.91	\$ 58,562.62	\$ 401,563.28	\$ 1,871,204.06	\$ 54,311.23				
Current Taxes							\$ 15,638.15	\$ 8,028.11	\$ 4.05				
Prepaid Taxes													
Tax Sale						\$ 20.00							
NSF													
Other Revenues	\$ 29,291.26	\$ 16,725.62	\$ 19,659.65	\$ 2,965.11	\$ 17,995.35	\$ 17,974.87	\$ 6,790.03	\$ 17,812.42	\$ 4,827.97				
Dog/Cat Licenses	\$ 743.00	\$ 231.00	\$ 931.00	\$ 181.00	\$ 82.00	\$ 24.00	\$ 24.00	\$ 7.00					
Utility Receipts													
Water/Sewer Rents	\$ 131,354.69	\$ 48,351.58	\$ 123,039.84	\$ 57,989.27	\$ 12,231.90	\$ 147,560.55	\$ 66,184.94	\$ 10,918.12	\$ 134,595.09				
Penalty	\$ 222.44	\$ 115.80	\$ 384.01	\$ 250.84	\$ 462.19	\$ 558.62	\$ 241.56	\$ 424.57	\$ 518.76				
Prior Year Rent	\$ 2,835.75	\$ 1,144.00	\$ 1,707.87	\$ 520.00	\$ 1,470.30	\$ 1,784.75	\$ 430.87	\$ 572.00	\$ 4.40				
Other	\$ 1,265.59	\$ 2,866.90	\$ 3,155.66	\$ 2,816.18	\$ 4,386.22	\$ 2,984.14		\$ 1,751.48	\$ 435.27				
Appropriation Refund													
Lake Revenues						\$ 1,035.00	\$ 1,739.50	\$ 1,444.50	\$ 42.75				
Concession													
Volley Ball Usage													
Walk in						\$ 3,818.00	\$ 5,720.00	\$ 6,240.00	\$ 30.00				
Pavilion Rental				\$ 25.00	\$ 125.00	\$ 150.00	\$ 100.00	\$ 275.00	\$ 75.00				
Parties						\$ 676.00	\$ 365.00	\$ 1,136.00					
Day Passes/w/mem													
Pass Books		\$ 50.00				\$ 600.00	\$ 450.00	\$ 50.00					
Regular Membership		\$ 380.00		\$ 210.00	\$ 1,640.00	\$ 5,785.00	\$ 1,295.00	\$ 385.00					
Non/Res Membership		\$ 700.00			\$ 700.00	\$ 5,800.00	\$ 2,800.00						\$ 400.00
Non/Res Single Membership							\$ 400.00						\$ -
Other													\$ -
TOTAL:	\$ 845,395.26	\$ 1,624,005.82	\$ 266,583.80	\$ 701,104.61	\$ 1,485,466.38	\$ 265,367.10	\$ 507,539.42	\$ 1,932,080.79	\$ 208,955.00	\$ -	\$ -	\$ -	\$ 400.00



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

**VIA E-MAIL ONLY**

October 26, 2021

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday October 28, 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 Contractor has completed the installation of approximately 150 feet of concrete curb and gutter to the east and west sides of Princeton Avenue, south of Willow Street, to address an ongoing drainage problem and to facilitate roadway drainage along the gutterline.
  - A. Due to the condition of the Princeton Avenue roadway, from Willow Street to Cedar Street, we recommend that this block be considered for a future paving project.
2. The closeout of this Contract has been delayed as a result of the initiation of the Emergency Contract for the Tornado Remediation work.
  - A. Upon finalizing the bid quantities with the Contractor, we will determine a final contract amount, prepare the final Borough and NJDOT Change Orders, and issue the Contract Closeout Documents to the Contractor.

**II. GENERAL MUNICIPAL ENGINEERING:**

**TORNADO DAMAGE REMEDIATION:**

1. Our office, in cooperation with the Borough Solicitor and CFO, have coordinated the award of an Emergency Contract to RE Pierson for the removal of over 100 uprooted tree stumps and the subsequent repair of damaged curb, sidewalk, roadway, and utilities which are incidental to the stump removal. The work is currently underway and it is our understanding that Resolutions approving of the Emergency Appropriation and the Emergency Contract Award are on the agenda for adoption by Borough Council.

- A. It should be noted that the Emergency Contract is structured on a Time and Materials basis and the costs incurred by the Borough are eligible for FEMA reimbursement. Therefore, our office is ensuring proper documentation of all labor and equipment required for the project.
  - B. In addition to the documentation of Contractor Time and Materials, our office is also documenting the quantity and locations of stumps removed, as well as the extent of required repairs to Borough sidewalk, curb, roadway, and utilities.
2. A second phase of the Tornado Remediation work includes the removal of damaged trees and tree stumps that remain secured in the ground and currently do not present an immediate hazard to public health and welfare. As such, and by statute, a public bid contract must be procured for this second phase of stump/tree removal and subsequent related repairs to affected sidewalk, curb, roadway, and utilities. Therefore, upon quantification of the work required, our office will coordinate a Public Bid Contract with the Borough.
    - A. In preparation for the public bid contract, our office has assembled an inventory of stumps, damaged trees, and anticipated repairs to Borough Infrastructure.
      - 1) We have forwarded the inventory of damaged trees to the Shade Tree Commission for guidance as to which of the damaged trees are unsalvageable and should be removed.
    - B. It is our understanding that the costs incurred by the Borough for this second phase of Tornado Remediation work is also eligible for FEMA reimbursement.
  3. We are also assisting the Borough with the coordination other miscellaneous tornado damage repairs to Borough Property and Facilities.

**2022 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. The field survey for the 2022 Borough Infrastructure Improvement Project is complete and the design work is underway.
  - A. As indicated in our proposal to the Borough, we recommend that a video inspection of the underground storm sewers in Lenape Trail be performed for purposes of evaluation and determination of required repairs and/or replacement. Our office will seek contractor bids and will coordinate the video inspection work with the Borough Clerk.

**2022 NJDOT MUNICIPAL AID PROGRAM:**

1. The funding application for Roadway Improvements to North Clinton Avenue, from Elm Street to Maple Street was approved by the NJDOT, in the amount of \$265,000. The total amount requested in the grant was \$391,700.
  - A. Although the scope of the project will focus on the replacement of the existing dilapidated roadway features, i.e. asphalt paving, curbs, and driveway aprons, we





recommend consultation with the Police Department and Elementary School on the incorporation of any special measures to assist with traffic control during drop-off and pick-up times, such as additional signage and a possibly a separate drop-off zone.

2. Consistent with prior Borough construction projects, we will consult with the Public Works Department on the local roadways that should be considered for inclusion within the scope of the forthcoming construction Project. At this time, our recommendation would be for the following:
  - A. Roadway Improvements to S. Princeton Avenue, from Mantua Avenue to East Cherry Street
  - B. Roadway Improvements to S. Princeton Avenue, from East Willow Street to East Cedar Street

**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.

**EAST MAPLE STREET**

1. Our office has been made aware of a number of resident complaints regarding the condition of the East Maple Street roadway. In response, we recommend that the Borough consider the milling and overlay of the Maple Street Roadway as a Borough funded project.
  - A. In light of prior litigation from a neighboring municipality, we suggest that the Borough Solicitor be consulted as to whether the existing speed humps can remain should the Borough pursue the milling and overlay of East Maple Street.

**HAZARD MITIGATION PLAN**

1. Our office continues to assist the OEM Department in the requisite five-year update of the Borough's Hazard Mitigation Plan.
2. The County has recently requested that the Borough review the currently prepared municipal annex to the Borough's Hazard Mitigation Plan and address any remaining items, including priorities and mitigation projects. The County has further requested that comments be received by October 27<sup>th</sup> and therefore, our office will perform a review the municipal annex and forward comments to the Borough's OEM Coordinator.



**WENONAH LIBRARY:**

1. We are continuing with the routine maintenance inspections of the Library Rain Garden, coordination of any corrective work which may be found necessary and updating the Rain Garden Maintenance Manual accordingly.

**WENONAH ELEMENTARY SCHOOL:**

1. Now that the Borough has received NJDOT Municipal Aid funding for North Clinton Street, we recommend that both the WES and Police Department be consulted as to any potential traffic control measures to be included in the future construction contract.

**WENONAH LAKE:**

1. No Change Since Last Report.

**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. No change since last report.

**SANITARY SEWER SYSTEM**

1. It is our understanding that the construction of the necessary infrastructure improvements for providing sewer service for the residents on north Woodbury-Glassboro Road is being considered for a future infrastructure improvement project. We await authorization to proceed with securing a construction contract for said work.
  - A. We have since confirmed with NJDEP that the proposed sewer infrastructure improvements will require Treatment Works (TWA) Approval. Our office will prepare the permit application upon Council's authorization.
2. Our office defers detailed status reports on the Sewer System Rehabilitation Project to Suburban Consulting Engineers (SCE).



**GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)**

1. No change since last report.

**BOROUGH WATER TOWER AND WELLS**

1. Our office defers detailed status reports on the Water Tower Rehabilitation Project, the corresponding pre-requisite Water System Modifications, and 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 annual water usage up to and including the month of September is projected to be safely below the allocation limit of 72.07 million gallons per year.
  - A. It should be noted that there was no landscape irrigation performed at Langston Field for the months of August and September.

**#404 SOUTH MARION AVENUE WATER SERVICE LEAK/REPLACEMENT**

1. Public Works has coordinated the completion of proposed water service connection between the resident's shut-off valve and the existing water main.

**BOROUGH WATER SYSTEM RECORD KEEPING**

1. No Change Since Last Report.

**STORM SEWER SYSTEM**

1. It is anticipated that the new MS4 Permit, scheduled for adoption in January 2023, will most likely require the preparation of a GIS Map of the Borough's Storm Sewer System for purposes of documenting existing infrastructure and scheduling the appropriate maintenance activities.

**NJPDES STORMWATER DISCHARGE PERMIT (MS4)**

1. Our office is continuing with the necessary Maintenance Inspections and updating the Maintenance Logs for the Library Rain Garden. No maintenance activities have been required to date.

**SOUTH JERSEY GAS IMPROVEMENTS:**

1. South Jersey Gas has contacted the Borough to request and easement through Lot #4; Block 37, to allow for the installation of a gas service to the existing business located at the end of Hayes Avenue, north of Lisle Field.



**BOROUGH TRUCK TRAFFIC**

1. No Change Since Last Report.

**TRAFFIC CALMING & SAFETY MEASURES**

1. Due to the possibility that a condition for receipt of NJDOT Funding for East Maple Street would require the removal of the existing speed humps, our office has recommended that the Borough consider a self-funded project for the milling and overlay of East Maple Street, while maintaining the existing speed humps.
  - A. Should a circumstance be identified that would require the removal of the speed humps as a consequence of milling and overlay, our office will investigate various non-intrusive options for traffic calming in East Maple Street, including painted traffic stripes/markings and roadside delineators.
2. Upon completion of the 2021 Infrastructure Project and the tornado damage repairs, our office will work with the Public Works Department on the identification of locations throughout the Borough that are in need of new or replacement pavement markings to assist with promoting public safety. Considerations will be made for the following:
  - A. 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.
  - B. Centerline striping in Marion Avenue, from Barkbridge Road to Mantua Avenue.
  - C. Stop bar striping to visually enhance existing stop signs.

Once the scope of work is identified and costs estimates prepared, we will coordinate a contract for completion of the necessary improvements.

**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.
  - A. Due to the continued delay in the NJDOT's decision regarding the grant application, we have solicited proposals for the completion of a partial survey of the area in question and hereby request Council's Authorization to proceed with a topographic survey in the amount of **\$2,800**.
  - B. Upon completion of the survey, our office will design the necessary improvements for possible inclusion in the scope of the 2022 Infrastructure Improvement Project.



2. An additional solution to prevent the on-going 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. The following Conservation Area erosion problems were reviewed during a recent Public Works Meeting:
  - 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).

Our office will continue to work with the Public Works Department and Environmental Commission on addressing these erosive areas within the Borough's Conservation Lands.

### **LAND USE ORDINANCE MODIFICATIONS**

1. The Borough may have to revise the current Flood Hazard Ordinance in the near future. An official notice from NJDEP is anticipated.

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

### **STOCKTON AVENUE EXTENSION**

1. No Change Since Last Report.

### **#9 SHAWNEE DRIVE**

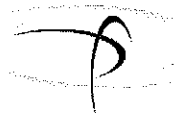
1. Additional work remaining includes the installation of a landscape buffer to screen the arrays from public view. Once all work is completed, a final inspection will be performed to verify compliance with the Board's Conditions of Approval.

### **#207 EAST WILLOW**

1. No Change Since Last Report.

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

1. AT&T has indicated that it is their intent to re-install the same facilities upon the Water Tower, in the same configuration, subsequent to the completion of the painting project. Therefore, our office has deferred a review of the AT&T re-installation based upon this assertion.



**T-MOBILE CELLULAR ANTENNAE INSTALLATION**

1. We are currently reviewing T-Mobile's plans for upgrades to their facilities that are intended to be installed upon the Water Tower after completion of the Water Tower painting project.

**VERIZON CELLULAR ANTENNAE INSTALLATION**

1. We have reviewed Verizon's plans for upgrades to their facilities that are intended to be installed upon the Water Tower after the completion of the painting project. Based upon the review, we have determined that the proposed improvements fall within the scope of the prior Planning Board approval and therefore, we have recommended that the Borough approve of a Consent to Modify.

**IV. PLANNING BOARD ACTIVITY:**

1. No significant activity since last report.

If there are any questions regarding the content of this report, please contact me at the office (856) 464-9600 or on my cell at (267) 972-6317.

Sincerely,  
**THE PETTIT GROUP, LLC**



David Kreck, PE, CME  
Associate

Cc: Karen Sweeney, Borough Clerk (via e-mail)  
Matthew P. Lyons, Esq., Borough Solicitor (via e-mail)  
Laurie Christinzio, Planning Board Secretary (via e-mail)





October 15, 2021

**Via Electronic Mail (wenonahclerk@comcast.net)**

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

Attn.: Karen Sweeney, Administrator/Clerk

Re.: Borough of Wenonah, County of Gloucester, State of New Jersey  
Professional Engineering Services  
**Monthly/Project Status Report – September 2021**  
File No.: SCE-R10301.011

Dear Ms. Sweeney:

**SUBURBAN CONSULTING ENGINEERS, INC. (SCE)** is pleased to provide the following status report of our work on active projects for the month of September 2021 for the Borough of Wenonah.

**I. WATER SYSTEM**

**A. WATER SYSTEM IMPROVEMENTS (CONSTRUCTION CONTRACT 1)**

**SCE-R10302.031**

Authorization: \$80,950.00  
Billed to Date: \$59,235.31 (73%)

The project scope entails construction of water system improvements to be in operation prior to removing the elevated storage tank from service for painting, as well as address the free ammonia issue at Well No. 3.

All facilities necessary to be in service prior to draining the tank for painting are operational. The Borough arranged for a temporary generator to be borrowed from the County to remain on standby at Well No. 3 while the tank is out of service. The generator was delivered, connected, tested and put into service. Well No. 3 is currently operating with the loaned generator connected for automatic backup power.

The delivery date for the permanent generator has been further delayed and is now scheduled for delivery the first week of December 2021. The contractor is constructing the reinforced concrete pad for the generator next week and will install the generator once it arrives.

The parts necessary for upgrades to the chlorinator have been received and installed. Distribution system residual chlorine readings have improved since the upgrades were placed into service.



Well No. 3 is periodically operated with the tank isolated from the system to confirm the necessary improvements required to remove the tank from service are operating as intended.

**B. TANK REHABILITATION (CONSTRUCTION CONTRACT 2)**

**SCE-R10302.011:**

Total Authorization: \$108,420.00  
Billed to Date: \$67,959.71 (63%)

*Project Scope Overview:*

The project scope entails water tank rehabilitation including removal and replacement of interior and exterior coatings, construction of an active mixing system and other associated improvements, such as a new frost proof vent, a new tank access manway and foundation repairs. The contract was awarded to US Tank.

With the necessary water system improvements constructed, the Notice to Proceed was issued on October 13, 2021 with a construction completion of February 11, 2022. The Contractor has mobilized and will begin to erect scaffolding next week. The tank is scheduled to be drained by November 1, 2021 to begin the tank rehabilitation work.

The Borough has made arrangements for payment to AT&T to relocate and reinstall their cellular equipment on the tank.

**C. ASSET MANAGEMENT WEB HOSTING FOR THE WATER DISTRIBUTION SYSTEM**

**SCE-R10303.021**

Total Authorization: \$5,000.00  
Billed to Date: \$3,587.50 (72%)

*Project Scope Overview:*

The project scope entails establishing a data collection system for water system assets including capturing hydrant flushing data and valve assessment data for documenting compliance with the Water Quality Accountability Act (WQAA).

SCE remains available to answer questions when the Borough begins to collect hydrant flushing data and create service valve data.





## II. SANITARY SEWER SYSTEM

### A. SANITARY SEWER AND MANHOLE REHABILITATION

#### SCE-R11851.011

Total Authorization: \$55,745.00  
Billed to Date: \$51,630.61 (92.6%)

#### Project Scope Overview:

Rehabilitation of priority locations of sanitary sewer mains and manholes.

#### South Marion Sewer Replacement Contract

Work on the sewer portion of the South Marion improvements has been completed. The contractor's final payment application for the release of the retainage had been received and a payment recommendation letter sent to the Borough.

#### Sanitary Sewer Rehab Contract

SCE submitted the design documents for the sewer rehabilitation work to the NJDEP for the I-Bank funding in July. SCE will continue to be in contact with the NJDEP regarding the document reviews and approvals for I-Bank funding. Once approvals have been received, a schedule to bid and construct the improvements will be selected.

### B. SANITARY SEWER ASSET MANAGEMENT PLAN

#### SCE-R10301.011

Total Authorization: \$62,350.00  
Billed to Date: \$60,827.37 (97.6% Complete)

#### Project Scope Overview:

Prepare the Asset Management Plan for the sanitary sewer system including assessing the condition of select sewer segments via CCTV and performing a rate analysis.

The results and findings from the second round of CCTV investigation activities, which was conducted in December 2020, have been incorporated into the scope of the sanitary sewer rehabilitation project (11851.011) above. No work was done on this project in August. The sewer AMP will be updated and finalized after the completion of the sewer rehabilitation work (SCE Project R11851.011).

### C. SANITARY SEWER CAPITAL IMPROVEMENTS

#### SCE-P11988.011

Proposal Amount: \$113,400



This proposal is currently on hold by the Borough. Lift Station communication upgrades is being conducted by the Controls Engineer Subcontractor that the Borough DPW utilizes.

As per the discussion on the Wenonah Council call dated 14 January 2021, the work under this proposal is to be re-evaluated after the tank rehabilitation project is completed.

Should you have any questions or concerns regarding this Monthly Report, please do not hesitate to contact our office. Thank you.

Very truly yours,

**SUBURBAN CONSULTING ENGINEERS, INC.**

A handwritten signature in black ink, appearing to read 'RE Wells', is written over a horizontal line.

Robert E. Wells, PE  
Project Manager