

BOROUGH OF WENONAH

www.boroughofwenonah.com

December 16, 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, Council persons Barbato, Doheny, Fini, Fu, Mayer
Solicitor Matthew Lyons, Clerk/Admin Karen L. Sweeney
Absent: Cox

Open Public Meetings Act Statement:

Adoption of the Agenda: Mayer/Doheny
All in Favor

Open to the Public Mayer/Doheny
Sarah Harbold, 301 S. Princeton Ave., updated everyone on the “Go Fund Me.”
The school collected \$1,200 from a coin drop and donated the amount for park trees.

Gary Odenbrett, 20 North West Ave., Shade Tree Chairman. On behalf of the restoration committee, we will have a report in Jan 2022. Shade Tree update: We have 100 trees and today we planted 29 trees in the clear zone of homes in the SW and NE quads. Thank you to Brian Nicholson, public works for digging the holes. More to come.

Close to the Public Mayer/Doheny

Motion to Approve: Ordinance 2021-12, 2nd Read, approving the salary ordinance ranges for 2022 Mayer/Barbato

Open Public Hearing Fu/Doheny
Councilwoman Mayer explained the overdue housekeeping.

Close Public Hearing Fu/Doheny

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Motion to Approve: Resolution 2021-92, Authorizing Change Order #1, Final for W. Cherry with RE Pierson Construction

Mayer/Fini

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Resolution 2021-93: Authorizing Change Order #1, Final for S. Marion with RE Pierson Construction

Mayer/Fini

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Resolution 2021-94: Authorizing the Tax Collector to transfer or refund overpayment of taxes

Doheny/Mayer

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Resolution 2021-95: Authorizing the Tax Collector to cancel tax overpayments less than \$5.00

Doheny/Mayer

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Resolution 2021-96: Authorizing the Shared Service Agreement between the Borough of Woodbury Heights and the Borough of Wenonah regarding the storage and use of the jet/vac sewer cleaner.

Fu/Mayer

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Resolution 2021-97: Approving employee vacation buy backs.

Doheny/Mayer

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Committee Reports:

- Public Safety & Personnel – Councilwoman Susan Mayer. See attached reports.
- Police Chief Darren White gave the highlights from his report. He indicated the DWI grant is continuing until the new year. Two officers injured on duty. Corporal Sweeney former Wenonah officer is retiring.
- On behalf of the Wenonah Fire Dept. Drew Sole indicated Santa is coming around on Dec 21.
- Public Works – Dan Cox – Absent. See attached Public Works Report.
- Human Services - Anthony Fini, no attached report. We had 2 Clean Communities Days and a movie night this year that went really well.
- Budget & Finance - Jessica Doheny. See attached report. See attached Tax Collector & Treasurer's report.
- Legal & Ordinance - Peter Fu, no attached report
- Public Bldgs. & Grounds - Jonathan Barbato. See attached report
- Engineers Report: Dave Kreck - Please see attached engineers report for all projects going on in town.

Motion to Approve: Disbursements

Mayer/Doheny

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Miscellaneous:

Motion to Approve: Street Closure 12/20/21 7-9 2 N. East Ave Bike Ride

Mayer/Doheny
All in Favor

Open to the Public:

Resident Mellany Alio, 111 N. Monroe Ave., expressed her concern over the proposed Lake plans for next year. Councilwoman Mayer and Councilwoman Doheny explained that there are many other factors involved that she wasn't aware of financially and with staffing.

Doheny/Mayer

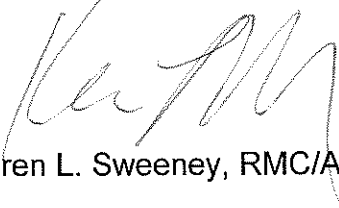
Close to the Public:

Doheny/Mayer

Motion to Adjourn: 7:45pm

Doheny/Mayer
All in Favor

Minutes Submitted,



Karen L. Sweeney, RMC/Admin/Treasurer

Approved: Jan. 27, 2022

December 15, 2021

Year End Report for Public Safety and Personnel Committee

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

Personnel:

We had major changes in the Public Works department with Ken Trovarelli retiring in March. Despite full staff turn-over, Brian Nicholson has stepped into the Acting Supervisor position and done a terrific job. New staff was hired and overall productivity and morale is high.

Recommendations were made for changes to the salary ordinance. Ranges and titles were adjusted to reflect our anticipated staffing across all departments. For example, the title 'gate guard' was changed to 'activities staff' to reflect the anticipated changes to the swimming program.

The swimming program was staffed with some challenges in hiring enough lifeguards. The season ended early due to the September 1 tornado.

The swimming program will be revised for 2022 based on the recommendation of the ad hoc committee of Personnel (Susan Mayer), Human Services (Anthony Fini), and Buildings & Grounds (Jonathan Barbato). After consultation with both the office (Laurie Cristinzio) and the Lake Manager (Erica Walker) regarding resident utilization and staffing options, next year will have a shorter season of 35 days of swimming. Staffing requirements for 2022 will be for Manager, Assistant Manager, Lifeguards, and Activity Staff.

Revisions to job descriptions will be undertaken in early 2022 to be ready for the 2022 swimming program.



Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



Darren E. White
Chief of Police

Brian L. Grady
Captain

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

Shaun J. Butler
Lieutenant

December 16, 2021

To: Mr. Mayor and members of the Borough Council
From: Chief White

Re: Workshop report

- The DWI grant is continuing until the new year.
- We have two officers out who were injured on duty.
- One of our clerks is out of work for a little while.
- One of our officers was bit by a dog at the K9 academy. He is not completely out of work however and is still training.
- Two officers had covid last week but are back to work.
- One officer is currently out with covid
- Cpl. Sweeney, who was a former Wenonah officer, completed his last day of work and will be retiring shortly. Although we are sad to see him go, we are happy that he is able to enjoy retirement.
- As previously mentioned, we have completed a selection process, but just need to get the job offer(s) out to interested applicants. They are going very quickly as there is a significant shortage of individuals wanting to get into law enforcement. Fortunately, we had more applicants than any other town currently hiring in Gloucester County, so we still have several from which to choose.
- The new use of force and pursuit directives are set to take place in the beginning of the new year. All officers have completed their mandatory training in them and we are almost done

creating our new SOP for them. They are the most significant changes to either of these two topics in about twenty years.

- Officers are out at assigned radar posts every day in various locations, many of which are in Wenonah.
- Officers will be out assisting at the holiday bike ride this weekend.



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

Incidents Summary List

Printed On: 12/16/21 13:35

Reporting Period : 11/01/2021 - 11/30/2021

	Mantua Police Department	Total
911 Hang Up	1	1
Added Patrol	10	10
Animal Complaint	1	1
Assist Other Agency	3	3
Bleeding	1	1
Burglar Alarm Activation	3	3
Cardiac Emergency	1	1
Disabled Motor Vehicle	1	1
Domestic	2	2
Down/Arcing Wires	1	1
Fall Victim	2	2
Fraud Complaint	1	1
Fumes Exterior	1	1
General	2	2
Harassment	1	1
Hazardous Road Condition	1	1
Hit And Run	2	2
Investigation	2	2
Lock Out	3	3
Medical Emergency	4	4
Motor Vehicle Complaint	2	2
Motor Vehicle Crash	5	5
Motor Vehicle Stop	12	12
Notification/Informational	2	2
Panic Alarm	1	1
Parking Enforcement	4	4
Property Check	7	7
Psychiatric Emergency	1	1
Public Assist	1	1
Radar Enforcement	19	19
Speak To Officer	3	3
Suspicious Incident	1	1
Suspicious Motor Vehicle	1	1
Suspicious Person	1	1
Well Being Check	1	1
Total	104	104

To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for November 2021

Date: December 7, 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	21	9		
Alarm Systems	2	3	2	3	11	6	9	21	5	3			
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		2			
Cover Assignment						2		1		1			
Dwelling Fire	1	3	1	1	1	5	4	1	1	3			
Exterior Fumes	1	2				2				1	2		
Incorrect Dispatch								1					
Interior Fumes	1	1		3		2	1	2			1		
Investigation			1				1	1	3		1		
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	5	1		
Structure Fire						1							
Vehicle Fire							1	1					
*Tornado Response									39				
Meetings/drills	2	3	5	4	4	4	2	3	4	3	4		
Events			1	1	2		2		2	3			
Staff Hours	89.33	95.51	146.2	109.6	132.4	151.3	195.3	92.59	**TB D	99.45	101.5		

*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.

- The company conducted live fire training with Woodbury Heights at the Camden County Fire Academy.

Tim Nessler
Fire Chief

Public Works Monthly Report

Submitted by **Brian Nicholson**, Acting DPW Superintendent
For the month of DECEMBER 2021 (11/22/2021 12/15/2021)

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	2	0	17
Utility Mark Out	29	45	96	71	45	23	27	17	75	135	110	78	751
Water samples For NJDEP	4	4	4	4	4	4	4	4	4	4	4	4	48

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.
- 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	160	480	240
Yard waste	100	20	120	80	100	80	60	80	180		100	80	1000
Branches chipped- cu yds	7												
Sewer Back ups							6	8	6	3	4	5	32

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	27	49	707
# e-waste stops	24	17	22	18	26	35	27	14	19	17	7	22	248

- Indicates combines metal and e-waste

Public Works Monthly report for June 2021(11-17-21 to 12-15-21)

Submitted by Brian Nicholson

Water Tower project: Scaffolding complete, Cell carriers' antennas relocation should be complete by this week. US tank has started work on the inside of the tank. All the delays have pushed us into the colder months, we are hoping the weather cooperates till the project is complete. Paint can not be applied at 40 degrees or lower. If temps are lower the tent will have to be heated for the painting process.

Well 3 improvement project is almost complete. Waiting for delivery of permanent generator.

Bulk leave pick is in full swing, to date crews have been around town 8 complete times and 6 times for additional branch pick up. Branch pickup will be done when the crew has available time.

Water leak at 102 E Pine St, DPW replaced the entire water service from main to the curb stop and work was done in house.

TORNADO IDA:

Pierson has completed emergency contract.

As far as clean up updates:

Branch and tree debris cleanup is ongoing and I anticipate a couple months of hard work.

Trash debris: We no longer have a dumpster for debris.

Park: The Park is open. There are still a lot of work to be done in the park but I am satisfied with the electric and most tripping hazards have been addressed with a few areas that need to be cleaned up.

We are into the winter months and of course we will incur some winter storms. Please be patience with crews during storm events as there is a process to the operations. DPW has over 11 miles of roads to cover and it does take time to get to every road.

Karen Sweeney


From: Jessica Doheny <jessdoheny@gmail.com>
Sent: Wednesday, December 15, 2021 8:04 PM
To: Karen L.Sweeney - Municipal Clerk
Subject: Finance Committee End of Year Report

I am pleased to submit the following information as the End-of-Year Finance Committee Report:

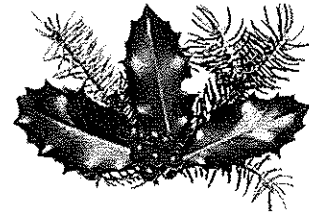
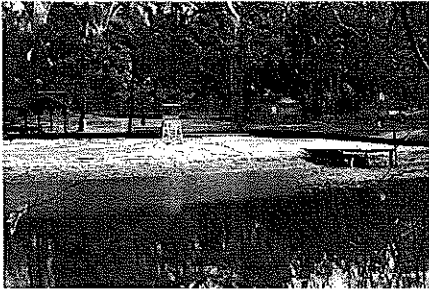
- The first three quarters of 2021 were very smooth.
- We initiated a new payment schedule for the water / sewer billing. The annual sewer bill is divided into two payments, with half due on July 1 and half due on October 1. The annual water bill is now also divided into two payments. The first bill due in January is an access rate; the second bill due on April 1 is based on household usage.
- The audit was completed and there were no significant deficiencies identified.
- We purchased a new backhoe this past summer, the total cost of which reflected a double trade in option.
- We entered into a new shared service agreement for Joint Municipal Court.

The Finance Committee would like to extend its gratitude to the dedication and hard work of Karen Sweeney and Rob Scharle, in particular for their efforts in managing the new financial challenges presented to the Borough since the Tornado event of September 1.

Current Taxes	November	2021 To Date
Prepaid Taxes / 2022	7,201.54	19,480.46
2021 Taxes	1,588,320.91	8,946,992.61
2020 Taxes		106,041.17
6% Year End Penalty	0.00	4,058.36
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	627.08	21,594.23
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	1,596,149.53	9,093,946.12


 Kim M Jaworski
 Tax Collector

Percentage of Collection at November 30, 2021	98.75%
Percentage of Collection at November 30, 2020	98.42%



Public Buildings & Grounds

Jonathan Barbato, Chair

Committee Members: Peter Fu, Susan Mayer

Month: December 16, 2021

- Wenonah Park: Wenonah Park is now open. We are continuing with minor clean up and working with Bartlett tree experts. We are expecting a survey/ report from Bartlett early next year.
- Train Station: Repairs to the Train station roof are expected to begin in January
- Wenonah Lake: The Wenonah Lake Park remains a vital recreational area and residents are encouraged to utilize the lake grounds.

Jonathan Barbato

Karen Sweeney

From: GARY ODENBRETT <gnoden@comcast.net>
Sent: Tuesday, December 14, 2021 12:02 PM
To: Karen Sweeney; John Dominy; Jessica Doheny; Susan Mayer; Jonathan Barbato; Scott Comm.; Vicki McCall; Bacon, Larry; Brabston, Beth; congalton, heidi; Dan Cox; Craig, Jeff; Colleen Moran; Colleen Moran; Newman, Chris; Patrick Ream; Melissa Buscher; Brian Nicholson; Jack Sheppard; Sarah Harbold
Subject: Update put on STC website

Park Restoration Committee continues planning forward.

Committee Chair Jack Sheppard Jr and STC member Gary Odenbrett met with arborists from Bartlett Consulting this morning to walk the grounds of the Wenonah Park. One goal was to provide a visual tutorial of the park and explain the various uses by residents throughout the year to help familiarize them with activities. Second was to review existing trees and shrubs which they will analyze in preparing a report of what species survived post tornado, their present condition and level of sustainability. Based on this report we will have a grasp of which trees have aged out and need removal, perhaps trimming and the location of all trees put into a data base. This data base will act as a management tool for the immediate future as well as future generations to help in reviving and caring for the park.

Lastly we will be seeking recommendations for replanting – both location and species. The Committee views its responsibility of park stewardship in response to the tornado damage but more importantly what is best for the next 20-50 years. Trees have a habit of outliving this generation and today's efforts are dedicated to our grandchildren and beyond.

As progress is made the Boro will be keeping residents informed.

Karen Sweeney

From: GARY ODENBRETT <gnoden@comcast.net>
Sent: Friday, December 17, 2021 3:11 PM
To: John Dominy
Cc: Karen Sweeney; Brian Nicholson; Bacon, Larry; Brabston, Beth; congalton, heidi; Dan Cox; Craig, Jeff; Colleen Moran; Colleen Moran; Newman, Chris; Patrick Ream; Jessica Doheny; Susan Mayer
Subject: Exley's Nursery Donation- Tree Plantings today-tornado damaged areas

Today we fully planted 29 trees in the clear zone of homes in the SW and NE quads. All locations were requested by owners upon receipt of our flyer handed out previously. 7 redbuds, 2 lilac, 3 crabapple, 13 dogwood and 4 cherry trees planted. These were all shorter growing species and planted under wires as is our practice. Pat Ream, Tommy Lombardo, Jim Ramsey and myself got them planted, watered and mulched in a little over 3 hours thanks to the pre-dug holes by Brian of Public works.

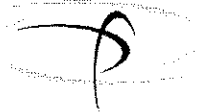
I will start with new handouts this week and see what the response is so that a second round can be started.

These plantings hopefully start the healing process for traumatized homeowners and bring a smile when blooming in the spring.

The donation by the Exley's Nursery is a blessing to our town and the spirit of volunteerism in town to make things happen will carry us thru.

Merry Christmas and Happy Holidays to all us little busy elves.

Gary O.
Wenonah STC



THE PETTIT GROUP, LLC
Engineering • Architecture • Planning

VIA E-MAIL ONLY

December 15, 2021

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday December 16, 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's Closeout Documents and 2 Year Maintenance Bond have been received and forwarded to the Borough. It is our understanding that all documents have been found to be acceptable.
2. We are currently assembling the NJDOT Closeout/Final Reimbursement documents and will coordinate with the Borough as necessary.

II. GENERAL MUNICIPAL ENGINEERING:

TORNADO DAMAGE REMEDIATION:

1. The Emergency Contract work 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 has been completed.
 - A. The Contractor has submitted an invoice for work completed as of November 30th in the amount of \$249,217.94.
 - B. The Contractor's Invoice for work performed during the month of December will be submitted upon the Contractor's receipt of all invoices for materials used to complete the repairs.
 - 1) We anticipate that the final Emergency Contract amount will fall below the \$350,000 that has been allotted for this emergency work.

- C. For purposes of FEMA reimbursement, our office has documented all labor and equipment required for the Emergency Contract, as well as the quantity and locations of stumps removed and the extent of required repairs to Borough sidewalk, curb, roadway, and utilities.
- 2. Bids for the second phase of the Tornado Response and Recovery Effort were rejected due to the lack of sufficient funds. The work included the removal of various damaged trees and tree stumps, as well as the ancillary infrastructure repairs.
 - A. Due to concerns regarding eligibility for FEMA reimbursement, the scope of work and the Contractor bid amounts for the second phase of the Tornado Response and Recovery Effort have been forwarded to FEMA for their review and approval.

2022 INFRASTRUCTURE IMPROVEMENT PROJECT:

- 1. The design work for the 2022 Borough Infrastructure Improvement Project is over 50% complete.
 - A. A video inspection of the underground storm sewers in Lenape Trail has been completed. The video will be used to assess the existing pipe conditions and to determine the necessary repairs to be incorporated into the construction contract.

2022 NJDOT MUNICIPAL AID PROGRAM:

- 1. As part of the engineering scope of work for the NJDOT funded Roadway Improvements to North Clinton Avenue, from Elm Street to Maple Street, our office will consult 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.
 - A. We will also review the plans for the improvements being proposed by the Elementary School to ensure no conflicts with the improvements being proposed in North Clinton Avenue under the NJDOT Grant.
- 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
 - C. Milling and Overlay of East Maple Street, from Marion Avenue to Woodbury-Glassboro Road.



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. It is our understanding that the Borough of Wenonah Annex is complete. Final edits were due on December 15th.
2. The final draft of the 2022 Gloucester County Hazard Mitigation Plan (HMP) is available for public review and comment until December 30th. The HMP can be viewed at this link: <https://www.gloucestercountynjhmp2021.com/>

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 secured NJDOT Municipal Aid funding for North Clinton Avenue, we will begin consultation with both the WES and Police Department as to any potential traffic control measures to be included in the future construction contract as well as any impacts to the North Clinton Avenue Project resulting from improvements which are proposed to be constructed by the Elementary School.

WENONAH LAKE:

1. No Change Since Last Report.



COMEYS LAKE:

1. The following remediation 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 November is projected to be safely below the allocation limit of 72.07 million gallons per year.

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.
 - A. Our office has reached out to SCE to initiate discussions regarding the required scope of work.
 - B. To assist in the preparation of the GIS Map, our office has already obtained the GPS coordinates for all Borough Inlets and Outfalls.

NJPDES STORMWATER DISCHARGE PERMIT (MS4)

1. Our office continues to perform periodic updates to the Borough's 2021 Stormwater Pollution Prevention Program (SPPP) in preparation for the filing of the 2021 Annual Report
2. The 2021 Maintenance Manual review and 2022 Training Session with the Public Works Department on the current Stormwater Permit requirements will be scheduled for the month of January.

SOUTH JERSEY GAS IMPROVEMENTS:

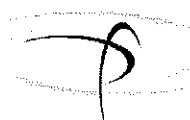
1. No Change Since Last Report.

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. Our office will be working with the Public Works Department on the identification of locations throughout the Borough that are in need of new and/or upgraded 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.

BLOCK 13 EROSION PROBLEM (NORTHWEST OF JEFFERSON & ELM)

1. A topographic survey of the westerly side of North Jefferson Avenue, from Elm Street to Buttonwood Street has been completed.
 - A. Using the survey, our office will design the necessary measures to prevent roadway runoff from discharging into the Borough's Conservation Area.
 - 1) Upon completion of the design, we will prepare a cost estimate to evaluate whether the work can be included in the 2022 Infrastructure Improvement Project.

CONSERVATION AREA EROSION PROBLEMS

1. The following Conservation Area erosion problems remain to be addressed:
 - 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. No Change Since Last Report.

T-MOBILE CELLULAR ANTENNAE INSTALLATION

1. We have reviewed T-Mobile'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.

VERIZON CELLULAR ANTENNAE INSTALLATION

1. No Change Since Last Report.

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)





December 10, 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 – December 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 November 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: \$62,128.72 (77%)

The project scope entails construction of water system improvements to be 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.

The system improvements are in service and are operating as designed with the tank out of service for the past 1-1/2 months. Well No. 3 is continuing to operate with the loaned the generator connected for automatic backup power.

The manufacturer is unable to get parts necessary for completion of the permanent generator. A revised delivery date has not been provided by the manufacturer.

B. TANK REHABILITATION (CONSTRUCTION CONTRACT 2)

SCE-R10302.011:

Total Authorization: \$108,420.00
Billed to Date: \$74,444.71 (69%)

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.



The contractor has begun work on the interior of the tank while relocation of the cellular equipment continues. The interior wet area (the area that stores water) has been blasted, primed and painted. The interior dry area (the access area in the base of the tank) has been blasted and primed. The remaining cellular equipment is scheduled to be relocated next week. Once all cellular equipment has been removed from the tank, the scaffolding can be wrapped for containment and work on the exterior can commence.

The construction completion date is February 11, 2022.

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.

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. The project is anticipated to bid early next year with construction in the spring or summer of 2022.



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.

Robert E. Wells, PE
Project Manager