

# BOROUGH OF WENONAH

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JUNE 23, 2022

## COUNCIL MINUTES – BUSINESS MEETING

**Call to Order:** 7:00 p.m. by Council President Daniel Cox  
Wenonah Municipal Building, 1 South West Avenue, Wenonah, NJ 08090

### Pledge of Allegiance

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

### Open Public Meetings Act Statement:

#### Adoption of the Agenda:

Mayer/Doheny  
All in Favor

Joint Insurance Fund (JIF) 3-year renewal membership presentation.  
Paul Forlenza and David Strout gave a presentation.

#### Open to Public

Mayer/Doheny

Resident Alex Pozza, 200 S. Monroe, on behalf of the Lake Association  
thanked Mayor & Council for the Open House successful event.

Resident Gary Christensen, 1465 Glassboro Road, had a complaint regarding Maple Street.  
He wanted to know who owned the road and what could be done to slow the speed of the traffic.  
Council President Cox indicated the borough owns the road, not the county, and we would look  
into ways to slow traffic.

Mr. Christiansen also asked if the information the Republican primary candidate put on Facebook  
about council taking kickbacks was true; and if so, what actions would be taken. The solicitor  
responded that if this were true the Borough would take action. Council President Cox asked  
members of council if this were true. All members said it was not true. The Solicitor said no  
information has been brought to his attention. No action would be taken on unsubstantiated rumors.

#### Close to Public

Mayer/Doheny

Motion to Approve: April 28, 2022, Meeting Minutes

Mayer/Doheny All in Favor

Motion to Approve: May 26, 2022, Meeting Minutes

Mayer/Doheny All in Favor

#### Motion to Approve: Ordinance 2022-9 2<sup>ND</sup> read

Approving Local Enforcement of the NJ Uniform Fire Code

#### Open Public Hearing

Mayer/Doheny All in Favor

No comments

#### Close Public Hearing

Mayer/Doheny All in Favor

#### Roll Call

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini  
Motion Approved

**Motion to Approve: Ordinance 2022-10 2<sup>ND</sup> read**  
Amending Bond Ordinance 2020-10 to include NJDOT Grants

Mayer/Doheny All in Favor

**Open Public Hearing**

No comments

**Close Public Hearing**

Mayer/Barbato All in Favor

Roll Call

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to Approve: Resolution 2022-54:** Authorizing the execution of a contract renewing membership in the (TRICO JIF) Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund Mayer/Doheny

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to Approve: Resolution 2022-55:** Approving Chapter 159 Clean Communities \$6197.06 insertion into the current 2022 budget

Barbato/Doheny

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to Approve: Resolution 2022-56:** Authorizing Change Order #1 for a \$39,170 increase to US Tank for the water tank rehab

Barbato/Mayer

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to Approve: Resolution 2022-57:** Amending Resolution 2022-49 to correct the block number from block 43 to block 48

Barbato/Mayer

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to Approve: Resolution 2022-58:** Approving the submission of a grant application with NJDOT for roadway improvements

Doheny/Mayer

Ayes: Barbato, Cox, Doheny, Fu, Mayer

Nays: None

Abstain: None

Absent: Fini

Motion Approved

**Motion to Approve: Resolution 2022-59:** Appointing Brian Nicholson as a Certified Public Works Manager  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Abstain: None  
Absent: Fini  
Motion Approved  
Mayer/Doheny

**Motion to Approve: Resolution 2022-60:** Approving the participation of Reckless Town Farm Distillery at the Farmer's Market  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Abstain: None  
Absent: Fini  
Motion Approved  
Mayer/Doheny

**Motion to Approve: Resolution 2022-61:** Approving contract for Suburban Engineers, calendar year 2022  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Abstain: None  
Absent: Fini  
Motion Approved  
Fu/Mayer

**Motion to Approve: Resolution 2022-62:** Approving Payment Application for US Tank for \$184,632.00 for the water tank rehab project  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Abstain: None  
Absent: Fini  
Motion Approved  
Fu/Doheny

**Motion to Approve: Ordinance 2022-11 1<sup>ST</sup> read:** Approving the re-appropriation of a \$200,000 fund to purchase and install water meters  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Abstain: None  
Absent: Fini  
Motion Approved  
Mayer/Doheny

**Motion to Approve: Ordinance 2022-12 1<sup>st</sup> read:** Approving the re-appropriation of funds \$200,000 from the general capital fund Roadway Improvements N. Clinton Ave to Roadway Improvements to E. Poplar, Monroe, and Lenape Trail; due to increase in fuel cost.  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Abstain: None  
Absent: Fini  
Motion Approved  
Mayer/Doheny

**Motion to Approve: Ordinance 2022-13 1<sup>ST</sup> read:** Amending Chapter 3 of the Code Abandoned Real Property Registration  
Ayes: Barbato, Cox, Doheny, Fu, Mayer  
Nays: None  
Motion Approved  
Barbato/Mayer

Abstain: None  
Absent: Fini  
Motion Approved

- Public hearings on **Ordinances 11 and 12** will be held on July 28, 2022, at 7:pm

**Committee Reports:**

- **Public Safety & Personnel:**  
Susan Mayer - See attached police and fire reports. Susan congratulated Brian Nicholson as he received his Certified Public Works Manager certification. Also, Laurie Christinzio, Deputy Treasurer & water/sewer clerk in the tax office is retiring as of August 1, 2022. She will be greatly missed.  
Police Chief Darren White read the highlights of his reports. He indicated and reminded everyone of all the resources that are available to residents.  
Fire Chief Tim Nessler announced that Andrew Meeks has completed firefighting training and the Wenonah Fire Company is happy to have him. Also, he reminded residents to please have a safe 4<sup>th</sup> of July.
- **Public Works:**  
Dan Cox - See attached reports.
- **Human Services:** Anthony Fini absent. Council President Dan Cox - on behalf of Councilman Fini, reported that the movie at the lake on June 20, 2022, had a good turnout.
- **Finance & Budget:** Jessica Doheny - Nothing to report. See attached Treasurer & Tax collector reports.
- **Legal & Ordinance:** Peter Fu – Briefly spoke about Resolution 2022-61 regarding the distillery and gave an explanation.
- **Public Buildings & Grounds:** Jonathan Barbato – See attached report
- **Engineers Report:**  
Dave Kreck: See attached Engineer’s detailed report on all projects in town. Bids were accepted on June 16<sup>th</sup>. The apparent low bidder is RE Pierson, this is for the 2022 Infrastructure improvement project. Met up with Mantua Zoning and construction code office officials are there were some inconsistencies with our land use ordinances. Also, need to submit application for NJDOT for next year’s project.

**Motion to Approve: Disbursements**

Mayer/Doheny

Roll Call:

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

**Privilege of the Floor**

Mayor Doheny, All in Favor

Resident Alex Pozza, 200 S. Monroe, wanted to know if he can have a block party July 30, 2022 From 11:am to 10 pm. Closure of 2 blocks. Solicitor Lyons indicated to him to put in writing with specifics to the clerk.

**Motion to Adjourn:**

Mayer/Doheny, All in favor 8:00PM

Minutes Submitted,

Karen L. Sweeney, RMC/Admin/Treasurer/QPA

Approved: August 25, 2022



# 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

**William D. Murphy**  
Lieutenant

June 23, 2022

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

Re: Workshop report

- Our Class 1 officer, Thomas Cirone, is graduating the class 2 police academy on Wednesday June 29<sup>th</sup> at the police academy. Although not a full-time officer, he will now have all of the powers of a full-time police officer.
- Another full-time officer candidate, Ryan Kappre, is finishing up his final physical and psychological testing before officially being able to start with us.
- Reminder for residents to lock their doors and take all valuables out of their vehicles. Every year throughout the spring/summer, individuals in every town walk around and pull car door handles. When they find one open, they enter to look for anything of value, regardless of size.
- Also don't forget to use all of the resources we offer. We are not just here to handle calls for service and pull over speeders. Visit our website to learn of the full amount of services we offer.
  - Special Needs Registry
  - Police Explorer Program
  - Take advantage of some online forms so you don't have to stop in.
  - Certified child safety seat technicians with a seat inspection every third Saturday of the month.
  - Project Safe Deal Zone
  - Project Medicine Drop
  - Youth Leadership Program
  - Citizen Services Program for self-reporting minor non-violent incidents.



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

**Incidents Summary List**

Printed On: 06/23/22 13:09

**Reporting Period : 05/01/2022 - 06/23/2022**

	Mantua Police Department	Total
911 Hang Up	2	2
911 Miss Dial	1	1
Added Patrol	18	18
Administrative	1	1
Allergic Reaction	5	5
Animal Complaint	2	2
Assist Other Agency	2	2
Brush Fire	1	1
Burglar Alarm Activation	10	10
Burglary, Entering	1	1
Cardiac Emergency	1	1
Child Custody Exchange	1	1
Community Policing	6	6
Criminal Mischief Complaint	1	1
Damage to Property	1	1
Diabetic Emergency	2	2
Disabled Motor Vehicle	1	1
Dispute	2	2
Domestic	1	1
Down/Arcing Wires	1	1
Fall Victim	2	2
Fire Alarm System	7	7
Follow Up	2	2
Found Item	1	1
Fumes Exterior	2	2
Fumes Interior	1	1
Funeral Detail	1	1
General	1	1
Harassment	1	1
Illegal Dumping	1	1
Investigation	4	4
Investigation (FIRE)	1	1
Lock Out	1	1
Medical Alarm	1	1
Medical Emergency	9	9
Missing Person	1	1
Motor Vehicle Complaint	3	3
Motor Vehicle Crash	3	3



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405 Main Street  
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(856) 468-1920

## Incidents Summary List

Printed On: 06/23/22 13:09

Reporting Period : 05/01/2022 - 06/23/2022

	Mantua Police Department	Total
Motor Vehicle Stop	18	18
Neighbor Complaint	3	3
Noise Complaint	5	5
Notification/Informational	6	6
Overdose	1	1
Panic Alarm	2	2
Parking Enforcement	3	3
Pedestrian Stop	1	1
Police Bike Patrol	3	3
Property Check	6	6
Psychiatric Emergency	2	2
Public Assist	2	2
Radar Enforcement	29	29
Radar Trailer Deployment	4	4
School Crossing	5	5
Speak To Officer	2	2
Special Detail	5	5
Stroke	2	2
Suspicious Incident	4	4
Suspicious Motor Vehicle	4	4
Suspicious Person	1	1
Theft	2	2
Unconscious Person	1	1
Unwanted Person	1	1
Well Being Check	6	6
<b>Total</b>	<b>220</b>	<b>220</b>

To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for May 2022

Date: June 7, 2022

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
# Service times	13	16	14	30	23								13
Alarm Systems	2	3	2	3	5								
Animal Rescue					1								
Assist EMS		1		1	1								
Brush	1		2	4	3								
Building Fire													
CO Alarms													
Cover Assignment				1									
Dwelling Fire	1	2	2	6	1								
Exterior Fumes	3	2		1	1								
Incorrect Dispatch													
Interior Fumes		1	1	2	2								
Investigation	1			1									
Motor Vehicle Crash		2	1	3	1								
Rescue Assignment													
Rapid Intervention													
Rubbish Fire													
Service Assignment			1	1	1								
Structure Fire	1												
Vehicle Fire													
Meetings/drills	4	4	5	5	5								
Events		1		2	2								
Staff Hours	118.73	125.4	109.4	174.3	128.8								

- The company participated in the annual Wenonah Memorial Day Parade.
- The company rescued a family of ducklings stuck in the storm sewer.

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Tim Nessler, Fire Chief



## Public Works Monthly Report

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

For the month of June 2022

### Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Meters installed	1	2	3	1	6	10							
Utility Mark Out	50	42	85	110	62	69							
Water samples For NJDEP	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

- Cleared out catch basins for storms.
- Covered the town 2 times for yard waste collection and 2 times for branch collection
- Took water samples, water reports to DEP (Monthly)
- Trash/Recycle Collection- Collected trash and recycling at parks, municipal properties, and businesses.
- 4 sewer lateral backups cleared by public works.

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

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

### Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	31	42	60	33	47	53							
# e-waste stops	10	14	21	18	23	32							

- Indicates combines metal and e-waste

## **Public Works Monthly report for June 2022**

Submitted by Brian Nicholson

Water Tower project: Site is cleaned the last thing to is planting new bushes on school side of the fence. Exeleys is planting them early next week.

Infrastructure improvements have been front and center from the federal, state and local governments. The NJDEP has put a priority on lead pipe replacement. We had to complete a lead pipe inventory report which was very time consuming and will be an ongoing process. The State has signed into law that all lead pipes are to be replaced over the next 10 years. The Borough has been proactive over the last few road projects to check and replace lead service lines from the mains to the curb shut off, which is borough owned. The DEP is trying to shift the burden of the homeowner's side (Curb shut off to the meter) onto the utilities and will make public funding available only to utilities that take on the responsibilities. We are in the early stages of this situation and I anticipate many changes as this evolves. I have an update zoom meeting this week to see what the next steps in the process.

We are mainly in an informationally gathering stage right now and I will keep Dave Kreck, Mayor and Council updated on the process.

We are continuing to receive complaints about potholes on Maple Ave. the crew has been filling them on a weekly basis.

Fire Marshall violations at the Borough Hall and Train Station are being addressed. We received a quote to replace doors at borough hall with required panic hardware and install panic hardware at both doors at train station. Additional upgrades to electrical exit lighting at the train station will be the next project we have to complete. After the meeting with the code official, it looks like if we reduce capacity to under 50 people no additional upgrades will be required.

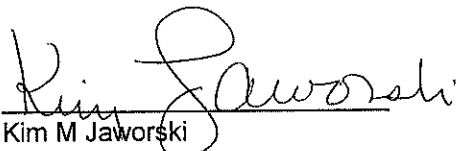
DPW installed poles for new benches at the park, Lions club should be finishing the project by the end of the month.

Installed 2 solar speed signs on E Buttonwood St.

I have a DEP inspection on the Water system this week.

+R1:U41

Current Taxes	May	2021 To Date
Prepaid Taxes / 2023	0.00	0.00
2022 Taxes	1,547,993.18	4,358,196.90
2021 Taxes	9,586.55	23,572.26
6% Year End Penalty	1,811.75	1,811.75
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	5,774.35	7,928.09
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
<b>Total Receipts</b>	<b>1,565,165.83</b>	<b>4,391,509.00</b>

  
Kim M Jaworski  
Tax Collector

Percentage of Collection at May 31, 2022	98.36%
Percentage of Collection at May 31, 2021	98.48%







Public Buildings  
&  
Grounds

Jonathan Barbato, Chair

Committee Members: Peter Fu, Susan Mayer

Month: June 23, 2022

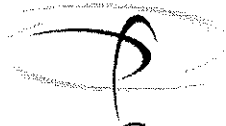
- Wenonah Park: Many thanks to the lions club and public works for their role in the installation of New benches in front of the bandstand
- Wenonah Fire station: Four new bay doors have recently been installed

*Jonathan Barbato*

## 2022 swimming program membership sales

Note: numbers reported at Council meeting each month may change once that month is complete.

	April	May	June	July	Aug	Sept	Season total
<b>Resident FAMILIES</b>	18	89	33				140
<b>Resident TAGS (includes first family membership)</b>	47	265	112				424
<b>Non-Resident FAMILIES</b>	2	32	22				56
<b>Non-Resident TAGS (incl 1st family membership)</b>	13	109	44				166
<b>Guest passes sold</b>	0	35	81				116
<b>Day passes sold - 12 and older</b>	0						0
<b>Day passes sold - 2-11 years old</b>	0						0
<b>Pavilion Rentals and Events</b>							
Date of event	April	May	June	July	Aug	Sept	Season total
Private parties - no swimming	1	1	8				10
Resident OR member parties - with swimming	1						
Non-resident parties - with swimming			3				
School or Organization events			8				
<b>Additional notes:</b>							



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

**VIA E-MAIL ONLY**

June 22, 2022

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday June 23, 2022  
Project Number WNOE012R**

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. Based upon recent correspondence, it is our understanding that the final reimbursements for the NJDOT Municipal Aid Grants for both South Marion Avenue (2019 Municipal Aid) and West Cherry Street (2020 Municipal Aid) have been approved for payment.

**2022 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. Bids were accepted on June 16<sup>th</sup>. The apparent low bidder is RE Pierson Construction Co., Inc. However, the bid received is in excess of the available funds for the project and therefore, the award of contract shall be delayed until the completion of the necessary budget transfer, which is anticipated for the July 28<sup>th</sup> Meeting.
2. We have consulted with Suburban Consulting Engineers regarding the potential installation of a force main in a portion of Lenape Trail that would be part of a future pump station improvement project entailing the re-routing of the discharge flows from the Lenape Trail Pump Station to the Mantua Avenue Pump Station.

**II. GENERAL MUNICIPAL ENGINEERING:**

**TORNADO DAMAGE REMEDIATION:**

1. It is our understanding that all necessary documentation from our office has been submitted to FEMA for purposes of securing financial reimbursement.



**2023 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. The following roadways are to be included in the scope of the 2023 Infrastructure Improvement Project:
  - A. Roadway Improvements to North Clinton Avenue, from Elm Street to Maple Street (2022 NJDOT Municipal Aid Grant)
    - 1) Our office will continue to coordinate the North Clinton Avenue Roadway Improvements with the Elementary School, including considerations for a designated drop-off zone or angled parking on the west side of North Clinton Avenue and the potential re-striping of the School Parking Lot on Buttonwood Street.
    - 2) Utility improvements in N. Clinton Avenue shall include Water Main Replacement.
  - B. Roadway Improvements and drainage improvements North Jefferson Avenue, from Mantua Avenue to Buttonwood Street (2022 NJDOT Local Aid Infrastructure Grant)
    - 1) A certain extent of storm sewer pipe repairs/upgrades are anticipated.
  - C. Roadway Improvements to East Maple Street, from Marion Avenue to Woodbury-Glassboro Road, with NO DISTURBANCE to the existing speed humps.
    - 1) Existing pavement markings in advance of the speed humps shall be replaced and signage shall be evaluated for potential upgrade.

Once the utility needs are identified, we will finalize the construction costs estimates and review same with the Borough CFO to determine the scope and bonding amount required for the 2023 Infrastructure Improvement Project.

2. Public Works will be performing a number of test pits upon existing water mains located within the aforementioned roadways for purposes of ascertaining conditions that may warrant their replacement/upgrade.
3. It has been noted that the NJDOT has yet to forward the North Clinton Avenue Grant Agreement to the Borough. We have recently reached out to NJDOT regarding the matter and await their response.

**2023 NJDOT MUNICIPAL AID PROGRAM:**

1. Our office is currently preparing the 2023 NJDOT Municipal Aid Application for North Synnott Avenue, from Mantua Avenue to Elm Street, and anticipate the electronic submission of the Application prior to the July 1, 2021 deadline.
2. It is our understanding that a Resolution in support of the 2023 NJDOT Municipal Aid Application is scheduled for adoption at the June 23<sup>rd</sup> Meeting.
  - A. The NJDOT's new PMRS System will also require that the Borough provide an electronic endorsement of the Resolution within thirty days of application submission. We will coordinate said electronic endorsement with the Mayor and Borough Clerk.



### **LOCAL ROADWAY IMPROVEMENTS**

1. Public Works is currently assembling a new priority list for the repaving of local roadways for use in planning the scope of future Infrastructure Projects.
2. It was determined that the following roadways shall be included in the scope of a future Infrastructure Improvement Project
  - 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. Roadway Improvements to West Willow Street, from Jefferson Avenue to Dead End

### **2023 TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM:**

1. The NJDOT is soliciting Grant Applications for the Transportation Alternatives Set-Aside Program which is primarily geared towards non-vehicular transportation improvements. The following types of projects that are supported by the Program and are applicable to the Borough include:
  - A. Design and construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.
  - B. Environmental Mitigation to address stormwater management, control, and water pollution prevention or abatement related to highway runoff. (SEE CONSERVATION AREA EROSION PROBLEMS)
  - C. Community improvement activities, specifically: streetscaping and corridor landscaping.

The Grant Applications are due on November 3, 2022. Therefore, we ask for input from Council as to ideas for a potential project.

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

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

### **HAZARD MITIGATION PLAN**

1. No Change Since Last Report.

### **WENONAH LIBRARY:**

1. No Change Since Last Report.

### **WENONAH ELEMENTARY SCHOOL:**

1. Please refer to 2023 INFRASTRUCTURE IMPROVEMENT PROJECT for improvements along North Clinton Avenue.



**WENONAH LAKE:**

1. Public Works has expressed a concern regarding the accumulation of debris at the Wenonah Lake Dam. In order to facilitate maintenance activities, our office will make application for a Lake Lowering Permit in October of this year.
2. Our office is investigating the long-term viability of the Lake for swimming purposes, beginning with an evaluation of the rate of siltation based upon prior and current depth measurements at key locations.

**COMEYS LAKE:**

1. The following remediation work at the Comey's Lake Dam was reviewed with the Public Works Department during the May 10<sup>th</sup> meeting and shall be addressed as staffing and time permits.
  - 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.

**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 will be budgeted for a 2023 infrastructure improvement project.
  - 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.
  - B. For financial planning purposes, our office will work with the Public Works Department to prepare an estimated budget for both engineering, permitting, and construction.
2. Our office defers detailed status reports on the forthcoming Sewer System Rehabilitation Project to Suburban Consulting Engineers (SCE).
3. Due to varying circumstances, it has been determined that new sewer lateral connections are necessary at the following locations:
  - A. #305 & #307 North Stockton Avenue. One lateral services both properties



- B. #204 North Marion Avenue. Existing lateral has displaced joint, causing clogs.
  - C. #500 East Mantua Avenue. Currently on Septic System, public sewer is available in Lenape Trail.
  - D. Wenonah Elementary School. One lateral services two (2) separate sewer pipes.
4. Public Works has notified our office that the following pump stations are experiencing issues and considerations should be made for their possible replacement and/or upgrade in the future:
- A. Mantua Avenue Pump Station
    - 1. Upgraded to accept the flows from the Lenape Pump Station
  - B. Jefferson Avenue Pump Station.

**GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)**

- 1. No change since last report.

**BOROUGH WATER SYSTEM UPGRADES**

- 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 water usage for May 2022 is consistent with prior years' water usage for the month of May and still projects to be safely below the annual allocation limit of 72.07 million gallons per year.

**BOROUGH WATER SYSTEM RECORD KEEPING**

- 1. No Change Since Last Report.

**STORM SEWER SYSTEM**

- 1. The new MS4 Permit, scheduled for adoption in January 2023, will require the preparation of a GIS Map of the Borough's Storm Sewer System. The GIS Map must be completed and submitted to NJDEP within 36 months of the Effective Date of Permit Authorization, i.e. by December 2025.



- 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. For purposes of addressing one of the Public Outreach requirements of the 2022 MS4 Permit, we have solicited the assistance of the Borough's Green Team in the organization of a Rain Barrel Workshop. The date of the workshop shall be determined after we have secured the Rain Barrel materials.
  - A. We anticipate coordination with the Americorps Ambassador Program who have access to the Rain Barrel materials, but are on hiatus until the Fall.
  - B. As required by the MS4 Permit, we will coordinate the required Public Notice for the Rain Barrel Workshop with the Borough Clerk.

#### **ALEXANDER DRIVE**

1. An existing storm sewer appears to be collapsing between #8 & #10 Alexander Drive which is adversely affecting the existing sidewalk and driveway at #8 Alexander Drive. The storm sewer is more than 10 feet deep and therefore, we recommend a video inspection for purposes of assessing the required repairs.

#### **SINKHOLE IN MUNICIPAL BUILDING PARKING LOT**

1. A small sinkhole has surfaced in the Municipal Building Parking Lot. Upon investigation, the source of the sinkhole could not be readily identified. Therefore, the sinkhole will be monitored to ensure that does not expand. In the meantime, it is our understanding that a temporary repair will be made by the Public Works Department.

#### **ROAD OPENING PERMIT COORDINATION**

1. For purposes of facilitating the Road Opening Permit process and to provide potential permittees with guidance regarding restoration of roadways, curbs, driveway aprons, and sidewalks, our office has prepared a Road Opening Permit Package that includes various construction details and notes that are reflective of the Borough's Street Opening Ordinance requirements.

#### **SOUTH JERSEY GAS IMPROVEMENTS:**

1. South Jersey Gas has recently contacted the Borough to request an 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.



**TRAFFIC CALMING & SAFETY MEASURES**

1. The installation of new and/or upgraded pavement markings throughout the Borough will be pursued in 2023.

**BLOCK 13 EROSION PROBLEM (JEFFERSON & GARFIELD PAPER STREET)**

1. During a recent rainstorm, our office inspected the temporary repair performed by the Public Works Department and it appears to be effective in re-routing runoff away from the Garfield Roadbed. However, we have recommended that the existing hump in the westerly gutter of N. Jefferson Avenue, north of the Garfield Roadbed, be removed and replaced with compacted recycled concrete to further facilitate the flow of runoff along the westerly gutterline of Jefferson Avenue.
2. A permanent solution will be addressed within the scope of the NJDOT Local Aid Infrastructure Project for North Jefferson Avenue.

**CONSERVATION AREA EROSION PROBLEMS**

1. The following Conservation Area erosion problems were reviewed at the May 20<sup>th</sup> Public Works Meeting and shall be addressed as staffing and time permits:
  - 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).
  - E. #3 Shawnee Drive Drainage Easement

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. Due to an issue that arose from a recent Zoning Application denial, we suggest that the Borough consider an amendment to the Land Use Ordinance to add a limitation on "Total Impervious Cover" for the Residential Zone.
2. The Borough may have to revise the current Flood Hazard Ordinance in the near future. An official notice from NJDEP will be provided.

**COORDINATION WITH CONSTRUCTION CODE & ZONING OFFICE**

1. To ensure consistency in the interpretation of various Borough Ordinances that affect the approval and/or denial of Zoning Permit Applications, we recently met with the Mantua Construction Code and Zoning Office to clarify a number of Borough Ordinances that impact their Zoning decisions, primarily related to the following:



- A. Grading Plan Applicability
- B. Building Coverage limitation, including the definition of “building” vs. “structure”.
- C. Accessory Structure Ordinance.
- D. Swimming Pool Ordinance
- E. Fence Ordinance for Corner Lots.

### **MONSANTO LAWSUIT SETTLEMENT**

- 1. The Borough received notice of Settlement Agreement pursuant to the potential contamination of the Mantua Creek as a result of the production and discharge of chemicals from Monsanto (Roundup). Based upon review of the Settlement Agreement, it would appear as if the Borough is eligible for a payment in excess of \$20,000. The actual amount shall be calculated by the Court based upon an established formula.
- 2. The Borough can either “opt in” or “opt out” of the Settlement Agreement.
  - A. The Borough does not need to take any action in order to “opt in”. However, opting in would entail the release of the Borough’s right to take further action against the plaintiff (Monsanto).
  - B. The Borough must provide notice to the Court should the decision be to “opt out” of the Settlement Agreement.

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

#### **STOCKTON AVENUE EXTENSION**

- 1. No Change Since Last Report.

#### **#9 SHAWNEE DRIVE**

- 1. It was requested that the Board Members perform an inspection of the recently installed landscape screening improvements to determine if proper screening of the ground based solar panels has been provided in accordance with the intent of the Board’s approval.
  - A. Should the landscape screening be found acceptable, this project will be complete.

#### **#207 EAST WILLOW**

- 1. No Change Since Last Report.



**AT&T CELLULAR ANTENNAE INSTALLATION**

1. Our office recently recommended that the Borough consent to AT&T's request to add, relocate, upgrade, and/or replace a number of the existing panel antennae located atop the Water Tower.

**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 Meeting 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)







June 16, 2022

**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 – June 2022**  
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 last two week of May and the first two weeks of June 2022 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: \$70,190.38 (87%)

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.

Only release of retainage remains. SCE has requested submittal of close out documents from the Contractor including as-built plans, O&M manuals, release of liens and the maintenance bond. Once all close out documents have been received, retainage can be released.

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

**SCE-R10302.011:**

Total Authorization: \$108,420.00  
Billed to Date: \$87,484.71 (81%)

**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 is scheduled to address the punchlist items the week beginning June 13, 2022. Once completed, SCE will confirm that the items have been satisfactorily addressed and begin the contract close out process. Once the required close out documents have been received, retainage can be released. Contractor final payment will be next year after the one-year anniversary inspection has been performed by the Contractor.

A change order to reconcile the final contract amount was submitted to the Borough for their review and approval. The change order increased the contract amount by approximately 5% and was necessary due to additional hydropneumatic tank and scaffolding rental charges. Contractor Payment Application No. 3 was also submitted to the Borough for processing.

**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: \$53,392.73 (96%)

Project Scope Overview:

Rehabilitation of priority locations of sanitary sewer mains and manholes.

Sanitary Sewer Rehab Contract

Approval for compliance with the SED requirements of the loan was issued by the NJDEP on June 1, 2022. SCE continues to follow up with the assigned NJDEP reviewer to receive the required Authorization to Advertise the project. Once the authorization has been received, the Borough can bid the construction contract. SCE will work to receive the authorization to bid the project in the summer of 2022 with construction in the fall of 2022.

SCE submitted a proposal for bid and construction phase engineering services for the Borough's consideration on June 14, 2022. A contract for construction phase engineering services must be awarded in order to receive NJDEP approval to award the construction contract.



**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 (R11851.011) above. No work was done on this project this month. 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

**Karen Sweeney**

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**From:** Robert Scharle <scharler@harrisonswp.k12.nj.us>  
**Sent:** Monday, March 21, 2022 7:38 AM  
**To:** Karen Sweeney  
**Subject:** Wenonah 2022 Budget for Introduction  
**Attachments:** Wenonah 2022 Water-Sewer Utility Fund Budget.pdf; Wenonah 2022 Current Fund Budget.pdf

**Importance:** High

Karen,  
Please forward to Mayor & Council.

Dear Mayor and Council,  
Attached are the proposed 2022 Budget Worksheets for Introduction on Thursday, March 24, 2022.

I would like to take your attention to a couple of items:

- I have included a Resolution Canceling \$180,100 of the \$600,000 Special Emergency – This leaves us with a n annual commitment of \$83,980 beginning this year and for the next 4 years.
- As you are probably aware, we are having a very difficult time with FEMA in our effort to recover a substantial amount of these costs.
- Therefore, we are proposing to utilize \$84,000 of Federal American Rescue Funds (ARP) in 2022 to offset the 2022 Special Emergency Commitment.
- We will continue to work with FEMA in an attempt to recover a majority of the Emergency Funds due to us.
  
- The budget is proposing a 1 cent tax increase for the following reasons that are outside of our control:
  - The State has mandated a pension increase of \$15,188;
  - Our Net Valuation Taxable (NVT) decreased by \$407,100 – Therefore resulting in a built-in tax increase of \$5,600
  - Both of these items were outside of our control.
  
- Below is a Summary of the Borough's Tax rate over the last 5 years:
  - 2016 .766
  - 2017 .766 (0 increase)
  - 2018 .744 (2.2 cent decrease)
  - 2019 .706 (3.8 cent decrease)
  - 2020 .667 (3.9 cent decrease)
  - 2021 .667 (0 increase)
  - That amounts to a 9.9 cent **DECREASE** over the last 5 years

See you on Thursday Night

Rob Scharle  
School Business Administrator  
Harrison Twp. School District  
(856) 478-2016 ext. 7153  
[scharler@harrisonswp.k12.nj.us](mailto:scharler@harrisonswp.k12.nj.us)

# TRICO JIF State of the Fund Snapshot

## HISTORICAL OPERATING RESULTS SUMMARY

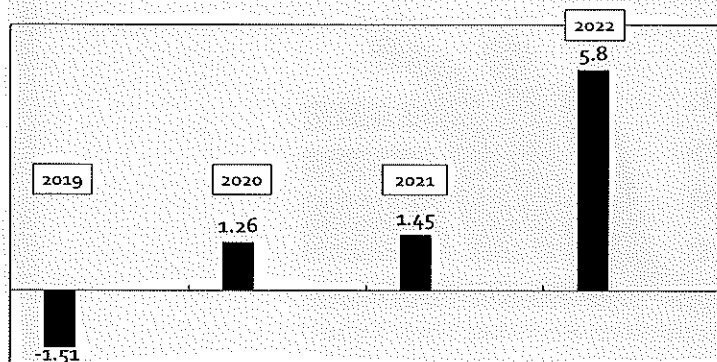
All Fund Years—1991 to 3/31/2022

Cash Position **\$28,717,068**

Net Current Surplus/(Deficit) **\$15,587,256**

## LOSS FUNDING

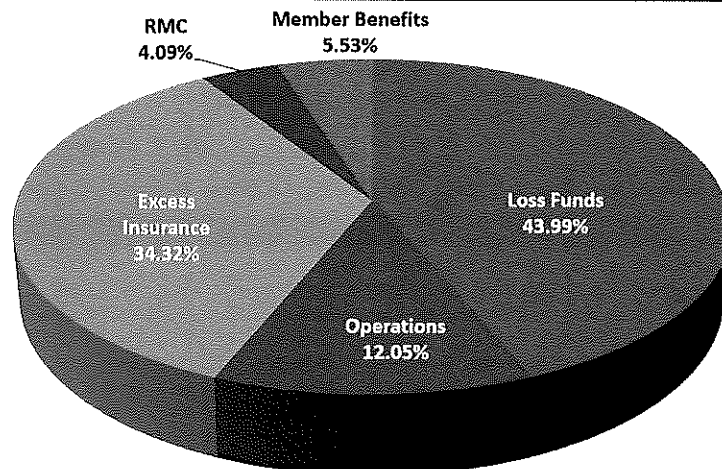
Loss Funding increased primarily due to the funding for additional perils including the Firefighter Cancer Presumption, Pension Offset, SAM, and Title 59 Erosion.



## FINANCIAL AUDIT RESULTS (as of 12/31/21)

Net Position Summary	12/31/2021	12/31/2020	Change %
Total Assets	\$34,282,315	\$34,801,485	-1.5%
Net Position - Unrestricted	\$16,724,401	\$18,343,791	-9.6%

## JIF 2022 BUDGET



## 2022 FINANCIAL HIGHLIGHTS

- 5.1% budget increase with all Member Programs remaining intact
- Funded MEL above liability to cover potential MEL Retro Surplus Trigger Premium in future years
- Maintain \$500,000 SIR for Workers' Comp, Liability and Auto Claims
- Maintain Property SIR of \$100,000
- Continued use of the Renewal Revaluation Program benefiting 6 Members
- 2 Members qualified for the Retrospective Program

## COVID-19

As of May 31, 2022, the TRICO JIF has received 413 COVID Claims with a total incurred value in excess of \$930,000.

## DIVIDENDS

Because the JIF is a public entity owned and controlled by the member municipalities, all surplus is returned to the members with interest! \$2,092,008 was returned in 2021 and over \$22.4 million has been returned to TRICO JIF members since inception.

## YOUR JIF IS RESILIENT:

### TACKLING CYBER THREATS

The availability of Cyber Insurance is becoming very restrictive and insurers are cancelling coverage for entities that do not implement safeguards to protect themselves from cyber-attacks.

#### Your JIF:

- ◆ Implemented a new Technology Risk Management Plan to prevent costly cyber attacks
- ◆ Works with Lou Romero, your Technology Risk Management Director to schedule meetings and implement valuable Cyber Risk Management strategies
- ◆ Conducts visits to help members gain compliance with the Cyber Risk Management Plan

### MEETING OUR LONG TERM COMMITMENTS:

- ✓ JIF Programs Reduce Municipal Risk
- ✓ Long Term Solutions Save YOU Money
- ✓ Provide Financial Strength and Stability

#### Tailored to all Areas:

- Police/Fire/EMT • DPW
- Administration • Parks and Recreation
- Elected Officials

# 2022 Member Update: Wenonah Borough

## OPTIONAL SAFETY BUDGET:

The Optional Safety Budget (OSB) serves as a way to purchase safety related items without having to build these items into their municipal budget.

**2022 AVAILABLE AMOUNT: \$1,500**  
Check monthly agenda for balance.  
Must be collected by 11/1/22

## ELECTED OFFICIALS TRAINING SEMINARS:

The Elected Officials Training Seminars allows Elected Officials to become more familiar with the TRICO JIF. The MEL provides a credit for each Elected Official that attends.

**2021 Elected Officials Seminars:**  
7 Attendees  
**CREDIT OF \$1,000**

## Premium and Surplus History

YEAR	2022
Assessment	\$98,301
Percent Change Over Prior Year	15.80% Increase
2021 Surplus Returned	\$17,993
Total Surplus Returned	\$256,234

## SAFETY INCENTIVE PROGRAM (SIP):

The SIP promotes safe behavior amongst workers. SIP money can be spent on items to reward employees for their efforts to reduce workplace injuries and create a safer working environment.

**2021 SIP AWARD: \$2,000**  
Check monthly agenda for balance.  
Must be collected by 11/1/22

## EPL/CYBER RISK MANAGEMENT:

This budget offsets expenses related to employment practice liability and Cyber risk management. Expenses include employee training, legal costs, enhancing software and hardware, IT training, etc.

**2022 EPL/CYBER BUDGET: \$1,500**  
Check monthly agenda for balance.  
Must be collected by 12/31/22

## Meeting Attendance

Overall JIF Member Meeting Attendance 2022: 86%  
Wenonah's Attendance (as of 5-31-2022): 80%

## JIF Representatives

As listed by your Municipality as of 5/1/2022

### Claims Coordinator:

Karen L. Sweeney

### Fund Commissioner:

Karen L. Sweeney

### Safety Coordinator:

Huda Ijaz

### Risk Management Consultant:

David J. Strout, Jr.

## WELLNESS INCENTIVE PROGRAM:

Assists members in meeting their own Wellness objectives by providing financial reimbursement for wellness and health related items & programs geared toward reducing Workers' Comp costs.

**2022 AVAILABLE AMOUNT: \$750**  
Check monthly agenda for balance.  
Must be collected by 11/1/22

## MEL SAFETY INSTITUTE (MSI):

Unlimited training opportunities.

**BENEFIT TO MEMBERS:**  
Find information on [www.tricojif.org](http://www.tricojif.org)  
& [www.njmel.org](http://www.njmel.org)

	WENONAH BOROUGH	TRICO JIF AVERAGE
<b>LOST TIME ACCIDENT FREQUENCY (LTAF):</b> The ratio of the number of accidents out of 100 that a municipal employee is out of work for more than 7 days, resulting in an indemnity claim.	0.0 as of 3-31-2022	1.29 as of 3-31-2022
<b>LOSS RATIO:</b> The amount of losses over a six-year period that the municipality has incurred in proportion to the amount that the municipality has been assessed by the JIF.	323.5% 6-Year Average: 2016-2021 as of 3-31-2022	89.7% 6-Year Average: 2016-2021 as of 3-31-2022
<b>AVERAGE DAYS TO REPORT:</b> How long it takes the municipality to report a possible claim to QualCare, the Managed Care Provider. QualCare recommends keeping this time below 3 days.	0.0 Days (0 Claims) YTD as of 5-31-2022	14.4 Days (203 Claims) YTD as of 5-31-2022
<b>LOST OPPORTUNITY DAYS:</b> The days in which an employee may return to work in transitional duty, however, the member town is unable to accommodate these work restrictions.	0 Available, 0 Used YTD as of 5-31-2022	2168 Available, 1493 Used Using 69% Available YTD as of 5-31-2022

Find additional program information on the JIF website at [www.tricojif.org](http://www.tricojif.org)