

BOROUGH OF WENONAH

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SEPTEMBER 22, 2022

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, Jonathan Barbato, Jessica Doheny, Anthony Fini, Peter Fu, Susan Mayer
Solicitor Matthew Lyons, Clerk/Admin Karen L. Sweeney
Absent: Council President Dan Cox

Open Public Meetings Act Statement:

Adoption of the Agenda:

Mayer/Doheny
All in Favor
Mayer/Doheny

Open to Public

Resident Carol Ann Wesh, 107 N. Clinton Avenue, was concerned about the elementary school parking and traffic in front of the school. She asked "Where are the police?" Council woman Mayer indicated she will reach out to the police chief for an update.

Resident Lee Baylor, 314 N West Avenue, spoke on behalf of the Home and School Association. They would like to submit their paperwork for the Fall "Festival in the Park" and requested the \$300.00 park usage fee to be waived.

Resident Gus Gasis, 202 E. Buttonwood Street, complained about the group home on N. Marion Avenue. He wanted to know what can be done about the parking. Mayor Dominy indicated they will be vacating the house by the end of the month.

Close to Public

Mayer/Doheny

Motion Approved

Motion to Approve: August 25, 2022 meeting minutes.

Mayer/Barbato
All in favor

Motion to Approve: Resolution 2022-77 Authorizing Change order #1 to RE Pierson with a reduction of \$15,651.40 to the infrastructure. The 2022 project originally \$1,306,413.24 reduced to \$1,290,761.84

Mayer/Fu

Roll Call

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Committee Reports:

- **Public Safety & Personnel:**
 Susan Mayer - See attached police and fire reports.
 Chief White absent Chief Nessler - see report
 Council woman Mayer reported Lake numbers (see attached report.) Looking forward to meeting with Lake Association to review at the end of the 2022 season.
- **Public Works:**
 Dan Cox – Absent. Brian Nicholson gave a brief overview. See attached reports.
- **Human Services:** Anthony Fini - nothing to report
- **Finance & Budget:** Jessica Doheny – The swimming season at Wenonah Lake showed a net revenue of \$2,199 this summer. This is the first time in more than 13 years of the program that it has not operated at a loss. See attached all reports; including Treasurer & Tax collector reports.
- **Legal & Ordinance:** Peter Fu – Nothing to report;
- **Public Buildings & Grounds:** Jonathan Barbato- see attached report
- **Engineers Report:**
 Dave Kreck: See attached Engineer's detailed report on all projects in town.
 The 2022 NJ DOT project is moving right along. The lake lowering permit will be scheduled along with a cleanup by the Environmental Commission. More money will need to be budgeted as the NJDEP has added a significant amount of maintenance and mapping responsibility which involves multiple borough personnel all to begin in January of 2023. Everything else is listed in the committee report.

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: Waiving the \$300.00 usage fee for Home & School "Fall Festival in the Park", Saturday October 15, 2022, and for the ONSD at Wenonah Lake Park, Saturday September 24, 2022

Fu/Fini

Roll Call:

Ayes: Barbato, Doheny, Fini, Fu, Mayer

Nays: None

Abstain: None

Absent: Cox

Motion Approved

Open to the Public:

Mayer/Doheny

Resident Gary Odenbrett, 11 North East Avenue, on behalf of the Shade Tree Committee and the Wenonah Park Committee. Tornado tree clean-up project continues. The watering schedule also continues. It is a big commitment as it requires 3-4 hours several times a week with two (2) people. Seeding of the park will take place in a couple weeks. Mayor thanked Gary for the hard work and his dedication to this continuing cleanup. The removal of damaged trees and planting of the new trees is being funded through the Sarah Harbold Go-Fund Me planting dollars.

Resident Richard Wright, 303 E. Mantua Avenue, asked about the dead tree in the middle of the park. Will that be replaced? Council responded that it is the Lions Club Christmas tree and they will take care of replacing it.

Close To Public

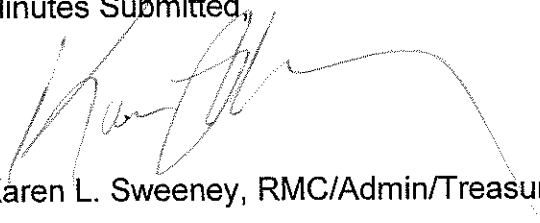
Mayer/Doheny

Adjourn

Mayer/Doheny

All In Favor 7:45 PM

Minutes Submitted,



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

Approved: October 20, 2022



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

William J. Murphy
Lieutenant

September 22, 2022

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

Re: Workshop report

- There is finally a decision regarding drug recognition evaluators (DRE) and the master judge found that they are scientifically reliable. This is great news for our DRE's moving forward with the continued ability to test for cannabis, when needed.
- Lt. Murphy participated in active shooter training and a discussion about the school reunification requirements.
- The DWI Grant is over as of 9/5.
- One of our crossing guards had to be removed as she recently had eye surgery that left her with vision in only one eye, an obvious issue. She was devastated. Although she was not assigned to Wenonah, depending on how many new applications we receive it may affect the arrangement of what guards are at what posts, so there may be a new face in town.
- We have three alternate crossing guards that will be attending the training shortly so they will occasionally be out and seen by residents as well.
- The state is driving me crazy with firearms applications by changing legislation but not instituting the things in the legislation that are required for me to approve applications. This put a delay on them all around the state. The legislation was only learned about by most chiefs at the state chief's meeting a week ago but took place several months ago.
- Two new cars came in a while ago and are now finally decal'd. Residents should see more vehicles with the new logo which refers to Wenonah and is much more easily visible.
- Our newest officer, Ryan Kappre, is reportedly doing well.
- Corporal Cody Mroz was sworn into this position at this Monday's committee meeting. There were also three other officers approved for promotions but were unable to stay for to be sworn in due to the need to attend a viewing of the father of one of our officers. All of these open positions are due to retirements.

To: Mayor and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for August 2022

Date: September 6, 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	23	18	20					
Alarm Systems	2	3	2	3	5	9	4	7					
Animal Rescue					1								
Assist EMS		1		1	1	1							
Brush	1		2	4	3	1							
Building Fire													
CO Alarms						1	2	1					
Cover Assignment				1		1							
Dwelling Fire	1	2	2	6	1		1	1					
Exterior Fumes	3	2		1	1	2	1	3					
Incorrect Dispatch													
Interior Fumes		1	1	2	2		2	3					
Investigation	1			1		1							
Motor Vehicle Crash		2	1	3	1	1	2	1					
Rescue/HAZMAT						1							
Rapid Intervention													
Rubbish Fire							1						
Service Assignment			1	1	1		1						
Structure Fire	1												
Vehicle Fire													
Meetings/drills	4	4	5	5	5	3	1	4					
Events		1		2	2	2	3						
Staff Hours	118.73	125.4	109.4	174.3	128.8	91.9	128.3	107.6					

Tim Nessler, Fire Chief

Public Works Monthly report for September 2022

Submitted by Brian Nicholson

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.

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.

Our new water meters have been ordered and we are looking to start installation in early fall. The new Neptune meters will increase accuracy in readings and replace all the unreliable elster meters in town. I will give further updates once the project gets close to starting.

"No parking here to corner" sign has been installed on N Marion and Buttonwood.

Work continues on Lenape, Poplar and North Monroe.

We will be going out to bid on the sewer rehab project this month. This project is to help combat the infiltration problem throughout our sewer system. The old pipes and manholes in town have small cracks in them and it allows ground water to enter our system which all get sent to GCUA for treatment. This should help to lower our monthly bill for sewage treatment.

We are preparing for leaf season which is fast approaching and last containerized pick up will be September 26th.

Tornado tree clean up project has started, Timbercut has put in 16 hours of tree removal and 11 large trees have been taken down to the stumps. I am very happy with the progress. Thank you to Gary and the Shade Tree, The Wenonah replant fund, and My crew for their hard work.

Public Works Monthly Report

Submitted by **Brian Nicholson**, Acting DPW Superintendent
For the month of September 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	4		1				
Utility Mark Out	50	42	85	110	62	69	35		69				
Water samples For NJDEP	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

- 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.
- 3 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				-			40				
Yard waste	20		60	100	60	60	20						
Branches chipped- cu yds					40	40	20		20				

Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	31	42	60	33	47	53	91		52				
# e-waste stops	10	14	21	18	23	32	37		19				

- Indicates combines metal and e-waste

Karen Sweeney

From: Jessica Doheny <jessdoheny@gmail.com>
Sent: Wednesday, September 21, 2022 8:34 PM
To: Karen L.Sweeney - Municipal Clerk
Cc: Susan Mayer; Jonathan Barbato; Anthony Fini
Subject: Finance Committee Report for 9/22/2022

CAUTION: This email originated from outside of our email domain. Do not click links or open attachments unless you recognize the sender and know the content is safe. If unsure, do not reply to this email and call the sender directly.

The Swimming Season at Wenonah Lake showed a net revenue of \$2,199 this summer. This is the first time in more than 13 years of the program that it has not operated at a loss.

The comparison to last summer's numbers indicates the following :

2022 Total Revenue before Expense: \$54,525.67

This is a 21% increase in revenue over last summer.

With the restructuring of the membership program, we saw an increase in income from resident membership sales of 37% and an increase in income of 41% for non-resident membership sales.

The summer saw an increase in income from pavilion rentals (up 31%), party income (up 47%) and member guest pass sales (up 55%).

There was a decrease in day pass income of 41%, however, the overall net increase indicates that an investment in membership successfully funded the program while encouraging more overall engagement in the facility and the program through parties and member guests.

2022 Total Expense: \$52,326

This is a 3% increase in expense over last summer, principally due to the increased cost of staffing.

Current Taxes	August	2022 To Date
Prepaid Taxes / 2023	9,777.58	23,316.90
2022 Taxes	1,819,798.56	6,628,318.14
2021 Taxes		27,729.56
6% Year End Penalty		1,811.75
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	318.52	9,416.03
Tax Searches		0.00
Cleanup		0.00
Advertising Costs		0.00
Tax Sale Premium		0.00
Lien Recording		0.00
Dup. Tax Sale cert. Fee		0.00
NSF Fee		0.00
Bankruptcy & Foreclosure Fees		0.00
Total Receipts	1,829,894.66	6,690,592.38


 Kim M Jaworski
 Tax Collector

Percentage of Collection at August 31, 2022	74.79%
Percentage of Collection at August 31, 2021	74.54%



Public Buildings & Grounds

Jonathan Barbato, Chair

Committee Members: Peter Fu, Susan Mayer

Month: September 22, 2022

- Wenonah Lake: The Pettit Group submitted a permit application to Division of Fish and Wildlife for approval to lower the water level of the lake, which will allow the cleanup of the sediment and leaf buildup around the shore.
- John and Kathy Howard Park: Completed review of the Joint Insurance Fund property report (JIF) which takes place every 3 years. I met with my committee and public works mid-summer to go over a plan to mitigate some of the property issues. It was decided to remove a set of swings out of service due to an over whelming amount of safety concerns. One set of bucket swings remain with safety concerns from (JIF) being addressed this month. The Public Buildings and Grounds Committee also began discussions on a five-year plan for the park. My committee also plans to attend the lake association meeting in October to discuss further.

Jonathan Barbato



September 19, 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 – September 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 weeks of August and the first two weeks of September 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%)

Project Scope Overview:

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.

Services Provided:

Only release of retainage remains. The Contractor has most of the close out documents. SCE continues to follow up regarding the remaining outstanding documents. SCE anticipates receiving the required documents from the Contractor and closing out this project next month.



B. TANK REHABILITATION (CONSTRUCTION CONTRACT 2)

SCE-R10302.011:

Total Authorization: \$108,420.00
Billed to Date: \$90,278.46 (83%)

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.

Services Provided:

The final change order and release of retainage was processed by the Borough at the August council meeting.

Contractor final payment (for \$5,000) will be next year after the one-year anniversary inspection has been performed by the Contractor.

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).

Services Provided:

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: \$54,307.73 (99%)

Project Scope Overview:

Rehabilitation of priority locations of sanitary sewer mains and manholes.

Services Provided:

SCE continues to follow up with the assigned NJDEP reviewer to receive the required Authorization to Advertise the project. The NJDEP reviewer has not yet reviewed the documents submitted by SCE on June 15, 2022. Once the authorization has been received,



the Borough can bid the construction contract. SCE continues to work to receive the authorization to bid the project.

B. SANITARY SEWER AND MANHOLE REHABILITATION – BID AND CONSTRUCTION

SCE-R11851.012

Total Authorization: \$66,910.00
Billed to Date: \$0.00 (0%)

Project Scope Overview:

Bid and construction phase engineering services for the above sanitary sewer and manhole rehabilitation project including part-time resident observation services as requested by the Borough.

Services Provided:

SCE to provide bid phase services once the Authorization to Advertise has been received from the NJDEP, see above.

C. 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.

Services Provided:

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).

D. 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 'R E Wells', written in a cursive style.

Robert E. Wells, PE
Project Manager



THE PETTIT GROUP, LLC
Engineering • Architecture • Planning

VIA E-MAIL ONLY

September 21, 2022

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday September 22, 2022
Project Number WNOE012R**

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

I. CONSTRUCTION PROJECTS:

2022 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. Construction began on August 15th and a substantial amount of work has been performed to date, including water main and storm sewer improvements in Lenape Trail and concrete flatwork in Poplar Street, Monroe Avenue, and Mohawk Drive. Consequently, our office has submitted a recommendation to Council for the approval of the first contract payment.
2. Due to a 36-week delay in the ability to obtain ductile iron pipe, the Contractor has proposed the use of C-900 water main pipe. Our office has reviewed the proposed change in pipe material with the Public Works Department and it has been determined that C-900 pipe is an acceptable substitution.

Therefore, in addition to Payment #1, our office has submitted Borough Change Order #1 to memorialize the substitution in water main pipe materials and the corresponding unit price adjustment. The Change Order also reflects the elimination of an unnecessary bid item for a 6" Insertion Valve.

Assuming full contract payment of 1812 LF of 6" C-900, DR18 Water Main, the approval of Contract Change Order #1 will result in an overall decrease of \$15,651.40 (or 1.20%) below the original Contract Amount of \$1,306,413.24, for a Final Projected Contract amount of \$1,290,761.84.

3. Our office has consulted with SCE regarding the long-term plan for re-routing the Lenape Pump Station Force Main and we are recommending that the force main be installed through the limits of construction to avoid future disturbance to the newly paved roadway. We have consequently requested that the Contractor provide a cost estimate for consideration as a future Contract Change Order.

II. GENERAL MUNICIPAL ENGINEERING:

2023 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. The field survey work for the 2023 Borough Infrastructure Improvement Project has been completed and the preliminary engineering is underway.
 - A. We have confirmed that neither of the roadways are in need of sanitary sewer upgrades based upon the pipe video inspections completed by SCE.
 - B. In conjunction with Public Works, we will complete the necessary test pits to evaluate the conditions of existing water mains for possible replacement.
 - C. We will coordinate the North Clinton Avenue Improvements with the Wenonah Elementary School.

Upon completion of the preliminary engineering, we will review same with the Borough CFO to determine the scope of work and bonding amount required for the 2023 Infrastructure Improvement Project
2. Once the scope of work is identified, our office will provide a proposal for the preparation of plans and specifications, bidding/award of contract, and construction related services for the 2023 Borough Infrastructure Improvement Project.

2023 NJDOT MUNICIPAL AID PROGRAM:

1. We await notice of the 2023 NJDOT Municipal Aid Grant Award for the Borough's North Synnott Avenue Application.

FUTURE LOCAL ROADWAY IMPROVEMENTS

1. In cooperation with Public Works, we continue to assemble a list of local roadways in need of improvements for use in planning the scope of future Infrastructure Projects. The following roadways are on the list based upon their current roadway paving conditions (in no specific order):
 - A. N. Clinton Avenue, from Mantua Avenue to Elm Street
 1. Likely candidate for NJDOT 2024 Municipal Aid Application
 - B. S. Princeton Avenue, from Mantua Ave to East Cherry Street
 - C. S. Princeton Avenue, from East Willow St. to East Cedar St.
 - D. N. Princeton Avenue, from East Poplar Street to East Elm Street
 - E. N. Stockton Avenue, from East Poplar Street to East Elm Street
 - F. East Pine Street, from Clinton Avenue to Marion Avenue
 - G. West Willow Street, from Jefferson Avenue to Dead End
2. Utility investigations shall also be completed to assist in the evaluation, prioritization, and development of the scope of work for each roadway.



WENONAH LAKE:

1. Our office has submitted a Lake Lowering Permit Application to Division of Fish and Wildlife and will forward permit approval upon receipt. For planning purposes, it should be noted that the lowering must be completed no later than November 15th and the lake must be back to normal levels by March 1st.
2. Our office will notify the Lake Association and the Environmental Commission upon receipt of the permit to allow for the opportunity to schedule the clearing of debris from the lake shores.

COMEYS LAKE:

1. The following remediation work at the Comey's Lake Dam was reviewed with the Public Works Department during the August 5th 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.
 - C. As a less expensive alternative to the installation of the sewer infrastructure improvements described above, the possibility of an Interlocal "Sewer Service Swapping" Agreement with Deptford Township was discussed at the August 5th Public Works Meeting.



1. The agreement would entail the Deptford properties on Linden Avenue being connected to the existing Wenonah Sewer while the Wenonah properties on Woodbury-Glassboro Road would be connected to the Deptford MUA Sewer.
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. Wenonah Elementary School. One lateral services two (2) separate sewer pipes.
4. Public Works has notified our office that the Mantua Avenue Pump Station is experiencing issues and considerations should be made for its possible replacement and/or upgrade in the future.

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 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 August 2022 is consistent with prior years' water usage for the month of August and still projects to be safely below the annual allocation limit of 72.07 million gallons per year.
 - A. It should be noted that the volume of water used by the Langston Field Irrigation Well is the highest it has been since the well was installed on 2017.

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. The NJDEP has issued the formal Draft Tier A Municipal Separate Storm Sewer Permit and it is expected that the Permit will be formally adopted in January 2023. For ease in reference, our office has provided the Borough with a summary report of the new permit requirements, deadlines for implementation, and the parties involved in achieving compliance with the Draft 2023 Tier A Municipal Separate Storm Sewer Permit
2. We are attempting to coordinate a Rain Barrel Workshop with both the Americorps Ambassador Program and the Borough's Green Team that would be scheduled simultaneous with the October 15th Fall Harvest Festival. More details to follow.

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.

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. As an additional measure to prevent the erosion of the existing ravine, 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 2023 Infrastructure Improvement Project.



CONSERVATION AREA EROSION PROBLEMS

1. The following Conservation Area erosion problems were reviewed at the August 5th 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.

2. It should be noted that the 2023 Stormwater Permit Renewal includes a requirement to repair Stream Scouring and Erosion within one (1) year of its identification. Therefore, the Borough should be prepared to address these erosion problems in 2023.

LAND USE ORDINANCE MODIFICATIONS

1. No Change Since Last Report.

#209 NORTH MARION AVENUE

1. In response to a resident inquiry regarding parking conflicts in the vicinity of #209 North Marion Avenue, our office investigated the property and found that there were a number of vehicles parked in both the driveway and in the street, near #209 North Marion Avenue.

However, we did not note any instance of a driveway being blocked or a vehicle parked within 50 feet of a stop sign, both of which are not permitted by state law. It was also noted that, with exception to the existing driveway, the property at #209 N. Marion Avenue does not have the capability of supporting an off-street parking area.

III. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:

STOCKTON AVENUE EXTENSION

1. No Change Since Last Report.

AT&T CELLULAR ANTENNAE INSTALLATION

1. No Change Since Last Report.



T-MOBILE CELLULAR ANTENNAE INSTALLATION

1. No Change Since Last Report.

VERIZON CELLULAR ANTENNAE INSTALLATION

1. No Change Since Last Report.

IV. PLANNING BOARD ACTIVITY:

1. There have been no Planning Board Meetings 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)
Huda Ijaz, Finance Office Clerk (via e-mail)





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Memo

To: Wenonah Borough Council (via email)
Karen Sweeney, Borough Clerk (via email)
Matthew Lyons, Esq., Borough Solicitor (via email)
Brian Nicholson, Public Works Supervisor (via email)
Wenonah Planning Board (via email)
Laurie Christinzio, Board Secretary (via email)
Dale Taylor, Board Solicitor (via email)

From: David Kreck, P.E., Wenonah Borough Engineer

Date: September 20, 2022

Subject: **UPDATED SUMMARY OF NJDEP 2023 MS4 STORMWATER
DISCHARGE PERMIT RENEWAL**

Mayor and Council,

As previously reported, the State of New Jersey is renewing the statewide MS4 Stormwater Discharge Permits in the Year 2023 and has now issued a formal Draft Permit for review and comment.

Upon review, it was noted that the Formal Draft Permit renewal includes a number of changes and/or updates to the previously issued Pre-Draft renewal and therefore, we have updated our previous 2023 Permit Renewal summary to incorporate these changes, and hereby offer the following to be used as a guideline for addressing compliance:

It should be noted that the items listed below are either **ADDITIONAL** requirements of the 2023 MS4 Permit or **SUPPLEMENTS** to the previous MS4 Permit requirements.

<u>Public Involvement and Participation Including Public Notice</u>		
No significant change		
<u>Municipal Stormwater Webpage</u>		
Activity	Implementation Date	Responsible Party
Create dedicated storm webpage for website Posting of Multiple MS4 Permit Documents. DEP shall provide an HTML Template for use by municipalities	April 1, 2023	Stormwater Coordinator & Administrative Staff.
<u>Public Education and Outreach</u>		
No significant change except for slight modifications to the point scoring system		
<u>Post Construction Stormwater Management in New Development and Redevelopment</u>		
Activity	Implementation Date	Responsible Party
Review of private development applications for compliance with newly adopted regs	January 1, 2023	Planning Board, Board Planner, & Board Engineer
<u>Municipal Stormwater Management Plan (MSWMP)</u>		
Activity	Implementation Date	Responsible Party
Must be considered during Re-examination of Borough Master Plan	The Year 2026	Planning Board, Board Planner, & Board Engineer
<u>Stormwater Pollution Prevention Plan (SPPP)</u>		
Activity	Implementation Date	Responsible Party
Must be updated for 2023 Permit Renewal Conditions and posted on Stormwater Webpage	April 1, 2023	Stormwater Coordinator & Administrative Staff.
<u>Community Wide Ordinances</u>		
Activity	Implementation Date	Responsible Party
*Adopt new Salt Storage Ordinance	January 1, 2024	Borough Solicitor
*Adopt/Amend Tree Ordinance	January 1, 2024	Borough Solicitor

<u>Community Wide Measures</u>		
Activity	Implementation Date	Responsible Party
Tri-annual Sweeping of all Borough streets that contain inlets	January 1, 2024	Public Works
Annual Sweeping of all Borough streets that do not contain inlets	January 1, 2024	Public Works
Retrofitting of all Borough Inlets	December 2027	Public Works & Borough Engineer
Removal of all De-Icing Material within 72 hours after end of storm event	January 1, 2023	Public Works
Ensure proper pick-up, handling, storage and disposal of wood waste and yard trimmings to prevent material from being discharged into storm sewer system	January 1, 2023	Public Works
Develop a program for detection and repair of Roadside Erosion. Any necessary repairs must be made within 90 days of discovery	January 1, 2024	Public Works & Borough Engineer
<u>Inspection and Maintenance of Borough Stormwater Facilities</u>		
Activity	Implementation Date	Responsible Party
All Borough Inlets shall be inspected on an annual basis	January 1, 2023	Public Works
The Borough must establish Standards for when an inlet grate and an inlet catch basin must be cleaned and maintained and perform cleaning and maintenance accordingly	January 1, 2023	Borough Engineer & Public Works
The Borough must establish Standards for when storm pipes and swales must be cleaned and maintained and perform cleaning and maintenance accordingly	January 1, 2023	Borough Engineer & Public Works
All storm facilities other than pipes and inlets must be inspected at least 4 times per year and after 1 inch of rainfall, and/or in accordance with Maintenance Plans	January 1, 2023	Borough Engineer & Public Works
All corrective maintenance and repairs found to be necessary shall be addressed no later than 90 days from discovery	January 1, 2023	Borough Engineer & Public Works

<u>Municipal Maintenance Yard Housekeeping & Additional Public Works Activities</u>		
Activity	Implementation Date	Responsible Party
Maintain and periodically update the Inventory of Equipment and Materials stored outdoors only in the Public Works Yard	January 1, 2023	Public Works
Label all Liquid Storage Containers	January 1, 2023	Public Works
Provide secondary containment for all Liquid Storage Containers stored above ground	January 1, 2024	Public Works
*Aggregate Material, Wood Chips, and Finished Compost Storage.	January 1, 2023	Public Works
Cold Patch must be stored in a permanent structure, covered with a waterproof material, and located as to prevent stormwater run-on or run through.	January 1, 2023	Public Works
*Street Sweepings and Storm Sewer Clean-out Material Storage.	January 1, 2023	Public Works
*Construction and Demolition Waste, Wood Waste, and Yard Trimmings Storage.	January 1, 2023	Public Works
Inoperable Vehicles and Equipment must not be stored for more than 6 months and must be covered with portable tents or covers and provided with drip pans that are inspected on a monthly basis	January 1, 2023	Public Works
Scrap Tires must be covered by a tarp on an impervious surface or in a covered container or enclosure to prevent the exposure to stormwater.	January 1, 2023	Public Works
<u>Annual Employee Training</u>		
Activity	Implementation Date	Responsible Party
Must ensure duty-specific training of all individuals responsible for implementation of the stormwater program on an annual basis and within 3 months of commencement of new stormwater related duties	January 1, 2023	Borough Engineer/Stormwater Coordinator
NJDEP Stormwater Program Coordinator Training.	January 1, 2026 and once per permit cycle thereafter	Stormwater Coordinator
NJDEP Stormwater Management Rule Amendment Training.	Within one year of within one year of the adoption of the rule amendments	Stormwater Coordinator

Annual Municipal Board and Governing Body Member Related Training. (or within 6 mos of commencing duties)	January 1, 2023	Stormwater Coordinator
Training Program topics have been expanded to include 1) Record keeping requirements of the SPPP, 2) Construction Site Stormwater Runoff, 3) Post Construction Stormwater Management, 4) New street sweeping requirements, 5) Roadside Erosion Repair, 4) Inlet Cleaning Program, 5) MS4 Mapping, and 6) Development of the Watershed Improvement Plan.	January 1, 2023	Borough Engineer/Stormwater Coordinator
<u>MS4 Mapping</u>		
Activity	Implementation Date	Responsible Party
*Preparation of a comprehensive Storm Sewer GIS Map of all Borough storm facilities	January 1, 2026	Borough Engineer & Public Works
Annual review and updates to MS4 Map	January 1, 2027	Borough Engineer & Public Works
Submitted to NJDEP and Posted on Borough Website as a weblink within the SPPP	January 1, 2026	Borough Engineer & Admin Staff
<u>Stream Scouring</u>		
Activity	Implementation Date	Responsible Party
Annually inspect every Borough Outfall that discharges to a stream (including the surrounding area in the vicinity of outfall) for localized scouring of the stream banks and/or bottom.	January 1, 2023	Borough Engineer & Public Works
Inspect any new and/or newly identified outfalls for localized scouring of the stream banks or the bottom of the outfall structure.	Within 30 days of discovery	Borough Engineer & Public Works
Investigate complaints and reports of stream scouring.	Within 30 days of receipt	Borough Engineer
When stream scouring is detected, identify sources of stormwater that contribute to the scouring from the outfall.	Within 3 months of Identification	Borough Engineer
Prioritize, schedule and complete remediation of stream scouring. If not completed within 12 months, a schedule for completion shall be provided to the NJDEP Case Manager and shall include quarterly updates until completion.	Within 12 months of Identification	Borough Engineer & Public Works

<u>Illicit Discharge Detection and Elimination</u>		
Activity	Implementation Date	Responsible Party
Annually perform dry weather inspection of every Borough Outfall (72 hours post rainfall)	January 1, 2023	Borough Engineer & Public Works
Inspect any new and/or newly identified outfalls dry weather flow or other evidence of illicit connections or discharge.	Within 30 days of discovery	Borough Engineer & Public Works
Investigate complaints and reports of illicit connections.	Within 30 days of receipt	Borough Engineer & Public Works
Investigate the source of suspected Illicit Discharges	Within 30 days of Identification	Borough Engineer & Public Works
Eliminate the Illicit Discharges	Within a maximum of one (1) year from Identification	Borough Engineer & Public Works
Request Extension from NJDEP if unable to eliminate Illicit Discharges within one Year of Identification	As needed	Borough Engineer
<u>WATERSHED IMPROVEMENT PLAN</u>		
<p>Preparation of a three (3) phased Watershed Improvement Plan that describes the actions the Borough will take to address the following:</p> <p>A reduction in pollutant parameters for all local receiving waters that have percent reductions listed in the identified Total Maximum Daily Loads (TMDL's)</p> <p>A reduction in pollutant parameters for all local receiving waters that either have, and/or are causing, water quality impairments, as listed in the 303(d) list portion of the NJDEP's Integrated Report</p> <p>A reduction in stormwater flooding within the Borough based upon the threat to human health and safety, environmental impacts, and frequency of occurrence.</p>		
<u>Overall</u>		
Activity	Implementation Date	Responsible Party
Solicit Public Input through semi-annual Public Information Sessions (Council Meetings)	January 1, 2023 and beyond	Borough Engineer & Admin Staff
Solicit input from residents, business owners, owners of private stormwater facilities, and other municipalities that discharge to the same sub-watershed	January 1, 2023 and beyond	Borough Engineer & Admin Staff

<u>Phase I</u>		
Activity	Implementation Date	Responsible Party
* Prepare a Watershed Inventory Report and electronic map summarizing various elements of the Borough's MS4 System.	January 1, 2026	Borough Engineer
<u>Phase II</u>		
Activity	Implementation Date	Responsible Party
* Prepare a Watershed Assessment Report and post the Report upon the Borough Website for a 60 day public comment period	January 1, 2027	Borough Engineer & Admin Staff
<u>Phase III</u>		
Activity	Implementation Date	Responsible Party
* Prepare a Watershed Improvement Plan Report.	December 2027	Borough Engineer
Begin implementation of the Watershed Improvement Plan	December 2027	Borough Engineer
Update the Watershed Improvement Plan based upon the biennial review of Impairments to the Borough Water Bodies as provided in the NJDEP's newly adopted TMDL's and Integrated Report	Bi-Annually	Borough Engineer

* See narratives below for a more detailed description of the Activity

Community Wide Ordinances:

Involved Parties: Borough Solicitor

- 1) Salt Storage Ordinance: To require the covering storage of salt and other solid (granular) de-icing material when not in use.
- 2) Tree Ordinance: Adopt new or amend existing to control tree removal and replacement.

Model Ordinances shall be made available by NJDEP

Municipal Maintenance Yard Practices and Other Ancillary Operations:

Involved Parties: Public Works

- 1) Aggregate Material, Wood Chips and Finished Compost Storage: Materials such as sand, gravel, stone, and topsoil may be stored provided they are placed at least 50 feet from surface water bodies, storm sewer inlets and/or ditches or other stormwater conveyance

channels and are managed to minimize stormwater run-on and pollutant run-off via surface grading, dikes and/or berms (which may include sandbags, hay bales and curbing) or three-sided storage bays. There is no time limitation on the storage of these materials. However, processing of these materials, i.e., composting, chipping, grinding, screening, and/or size reducing is NOT permitted.

- 2) Street Sweepings and Storm Sewer Clean-Out Material Storage: These materials must be stored in leak-proof containers or on an impervious surface that is contained (e.g., bermed) and covered with a waterproof material to control leachate and stormwater run-on or run-through; and be removed for disposal within six (6) months of placement into storage.
- 3) Construction and Demolition Waste, Wood Waste, and Yard Trimmings Storage: Materials such as concrete, asphalt, asphalt millings, brick, block, and asphalt-based roofing scrap, and vegetative waste such as wood waste and yard trimmings, provided these materials are:
 - A. Stored a minimum of 50 feet from surface water bodies, storm sewer inlets, and/or ditches or other stormwater conveyance channels.
 - B. Stored in a manner as to minimize stormwater run-on and pollutant run-off via surface grading, dikes and/or berms (which may include sandbags, hay bales and curbing, among others) or three-sided storage bays. Where possible the open side of storage bays shall be situated on the upslope. The area in front of storage bays and adjacent to storage areas shall be swept clean after loading/unloading.
 - C. Removed within six (6) months of placement into storage.
 - D. Not Being Processed, i.e., composting, chipping, grinding, screening, and or size reducing.

MS4 Mapping:

Involved Parties: Borough Engineer & Public Works

- 1) Storm Sewer GIS Map: The Map shall include:
 - a. Outfalls.
 - b. Stormwater Interconnections
 - c. Infiltration Facilities
 - d. Inlets
 - e. Manholes
 - f. Pipes
 - g. Swales
 - h. Property Boundaries of Public Works Yard and Wood Chip Yard
 - i. Any other publicly owned stormwater improvement/facility
-

Watershed Improvement Plan:

Involved Parties: Borough Engineer

- 1) Phase I: Watershed Inventory Report/Electronic Map: The Report/Map shall address:
 - a. Outfalls, their contributing drainage area, and receiving water body, including their Water Quality Classification.
 - b. Stormwater Interconnections with adjacent municipalities, including their contributing drainage areas
 - c. Stormwater Inlets
 - d. Impervious Areas
 - e. All privately owned stormwater basins and outfalls
 - f. Areas associated with each TMDL for waters that lie within or bordering the Borough
 - g. Area associated with each Water Quality Impairment for waters that lie within or bordering the Borough
 - h. The Location and ownership of all privately (not/owned/operated) owned stormwater outfalls and basins/infrastructure

- 2) Phase II: Watershed Assessment Report: The Report shall include:
 - a. The identification of potential Water Quality Improvement Projects and an assessment of their impact to TMDL.
 - b. A summary of the Public Information Sessions
 - c. Cost Estimates and Implementation schedules for the identified Water Quality Improvement Projects

- 3) Phase III: Watershed Improvement Plan and Report: The Plan/Report shall include:
 - a. A summary of proposed locations and TMDL load reductions from the identified Watershed Improvement Projects.
 - b. A Summary of Public Comments and how they were addressed.
 - c. A summary of how the identified Watershed Improvement Projects will be coordinated with various other environmental regulatory requirements
 - d. Cost Estimates and Implementation schedules for the identified Water Quality Improvement Projects, broken down on a project by project basis, and including any funding opportunities to be sought.
 - e. A schedule of Public Information Sessions
 - f. Any problems identified that are outside the jurisdiction of the Borough.

Should you have any questions or comments regarding the content of this memorandum, please do not hesitate to contact me at the office (856) 464-9600 or on my cell at (267) 972-6317.



David Kreck, PE, CME
Associate