

**AGENDA  
BOROUGH OF WENONAH  
REGULAR BUSINESS MEETING  
December 22, 2022**

**I. OPENING:**

- a. Call to Order 6::00 pm
- b. Flag Salute
- c. Roll Call
- d. Open Public Meetings Act Statement
- e. Adoption of Agenda

**II. PRIVILEGE OF THE FLOOR**

**III. BUSINESS: RESOLUTIONS & ORDINANCES**

Motion to approve October 20, 2022, meeting minutes  
Motion to approve November 17, 2022, meeting minutes

RESOLUTION 2022-97 Opposing Proposed Glassboro Camden Rail Line  
RESOLUTION 2022-90 Authorizing the Tax Collector to transfer or refund overpayment of taxes  
RESOLUTION 2022-91 Authorizing the Tax Collector to cancel tax overpayments less than \$5.00  
RESOLUTION 2022-92 Approving renewal membership in JIF/HIF Health Benefits Fund  
RESOLUTION 2022-93 Approving new members to the Green Team  
RESOLUTION 2022-94 Approving employee vacation buy back  
RESOLUTION 2022-95 Awarding bid to Arold Construction Company, Inc for the Sanitary Sewer Rehab Project in the amount of \$821,205.  
RESOLUTION 2022-96 Authoring the transfer of budget appropriations

**COMMITTEE REPORTS:**

- a. Public Safety & Personnel – Susan Mayer
- b. Public Works – Dan Cox
- c. Human Services – Anthony Fini
- d. Finance & Budget – Jessica Doheny
- e. Legal & Ordinance – Peter Fu
- f. Public Buildings & Grounds – Jonathan Barbato

**II. ENGINEERS REPORT:**

**III. APPROVE DISBURSEMENTS**

**IV. OTHER BUSINESS**

Approving fire membership application for Anthony Ayers  
Special Recognition of Volunteers

**V. PRIVILEGE OF THE FLOOR**

**VI. Motion to approve 2022-98 Closed Session Pending litigation Wenonah v PS&S GLO-L-195-20;**

**VII. ADJOURN**

**NOTICE PURSUANT TO N.J.S.A 10:4-8(d)**

The items listed on this tentative agenda of the Mayor and Council of the Borough of Wenonah constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.

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

**RESOLUTION 2022-90**

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, that it hereby authorizes the Tax Collector to process the following Transfers or refunds as noted:

Block 8	Lot 11.02	Quirk, Kevin & Laura	\$ 78.23 transfer to 2023
Block 20	Lot 4.02	Burger, Mark S & Patricia	5.57 transfer to 2023
Block 28	Lot 4	Sheppard, Helen Mae	1,000.00 transfer to 2023
Block 36.05	Lot 16	Quirk, Kevin & Laura	120.96 transfer to 2023

**BE IT FRTHER RESOLVED**, that a certified copy of the resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

**ADOPTED** at meeting of the Borough Council of the Borough of Wenonah, County of Gloucester and State of New Jersey held December 15, 2022

**BOROUGH OF WENONAH**

**BY:** \_\_\_\_\_  
**JOHN R. DOMINY, Mayor**

**ATTEST:**

\_\_\_\_\_  
**KAREN L. SWEENEY**  
Municipal Clerk

**RESOLUTION #2022-91**

**CANCELLATION OF TAX OVERPAYMENTS OR  
DELINQUENT AMOUNTS LESS THAN \$5.00**

**WHEREAS**, N.J.S.A. 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts in the amounts of less than \$5.00; and,

**WHEREAS**, the governing body may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$5.00.

**NOW THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Wenonah, County of Gloucester, State of New Jersey, hereby authorize the Tax Collector to cancel said tax amounts as deemed necessary.

**BE IT FURTHER RESOLVED**, that a certified copy of the resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

**ADOPTED** at a meeting of the Borough Council of the Borough of Wenonah, County of Gloucester and State of New Jersey held December 22, 2022

**BOROUGH OF WENONAH**

**BY:** \_\_\_\_\_  
**JOHN R. DOMINY, Mayor**

**ATTEST:**

\_\_\_\_\_  
**KAREN L. SWEENEY**  
**Municipal Clerk**

**RESOLUTION NO. 2022-92**

**SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND**

**RESOLUTION to RENEW**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **Southern New Jersey Regional Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of Wenonah\_, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
  - a.) Health Insurance and/or Prescription Insurance and/or Dental Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**ADOPTED:** \_\_\_\_\_  
Date

**John R. Dominy, Mayor BY:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_  
Karen L. Sweeney, Municipal Clerk/Administrator

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. 40A:10-36 et. seq., N.J.S.A. 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

ADOPTED: \_\_\_\_\_  
Date

BY: \_\_\_\_\_  
John R. Dominy, Mayor

ATTEST: \_\_\_\_\_  
Karen L. Sweeney, Municipal Clerk/Administrator

SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT made this 22 day of December 2022, in the County of Gloucester, State of New Jersey, By and Between the **Southern New Jersey Regional Employee Benefits Fund** referred to as "FUND" and the governing body of the

Borough of Wenonah, a duly constituted LOCAL UNIT OF GOVERNMENT, hereinafter referred to as "LOCAL UNIT".

**WITNESSETH:**

WHEREAS, the governing bodies of various local units of government, as defined in N.J.A.C. 11:15-3.2, have collectively formed a Joint Insurance Fund as such an entity is authorized and described in N.J.S.A. 40A:10-36 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The LOCAL UNIT agrees to participate in the FUND with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the LOCAL UNIT's resolution to join.
3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2023** and ending on **December 31, 2025** at 12:01 AM provided, however, that the LOCAL UNIT may withdraw at any time upon 90 day written notice to the FUND.
4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.
5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND's limit of coverage.

# RESOLUTION 2022-93

**WHEREAS**, the Borough Council of the Borough of Wenonah strives to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally, and socially; a community which would thrive well into the new century, and;

**WHEREAS**, the Green Team Committee is a valued asset of our community, embodying the commitment of its citizens volunteering a for public service; and

**WHEREAS**, the Green Team Committee of Wenonah strives to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

**WHEREAS**, Green Team Committee of Wenonah will advise the Borough Council on ways to improve municipal operations with "Green" initiatives that are economically and environmentally sound through research and evaluation; and

**WHEREAS**, Green Team Committee has played an important role in the effort to preserve our local shared environment; and

**WHEREAS**, Green Team Committee serves with distinction and purpose and;

**WHEREAS**, the Mayor and Council of the Borough of Wenonah wish to acknowledge Green Team Committee for his many endeavors through volunteerism that have so benefited our community;

**THEREFORE**, be it proclaimed, by the Mayor and the Council of the Borough of Wenonah, the municipality expresses its most heartfelt thanks to

The Green Team Advisory Committee

Julia Horn (Chair), Theresa Tandaric, Rebecca Tandaric, Jeanne Grigri, Stephanie Graves, Pat Ream, Shane Walsh  
hereby designated.

ADOPTED: December 22, 2022

\_\_\_\_\_  
MAYOR, JOHN R. DOMINY

ATTEST: Karen L. Sweeney, Adm/RMC. \_\_\_\_\_



**BOROUGH OF WENONAH**

**RESOLUTION NO. 2022-94**

**YEAR END VACATION BUY BACKS**

**WHEREAS**, the Mayor and Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, allow employees to buy back vacation days each year, and

**WHEREAS**, the CFO has determined that sufficient funds are available within the appropriate line items to complete this transaction,

**NOW, THEREFORE, BE IT RESOLVED THAT** the Mayor and Borough Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, hereby approve the following vacation buy backs for the year 2022:

Karen L. Sweeney  
Brian Nicholson PW  
**Date Adopted:** December 22, 2022

10 days  
5 days

**APPROVED:**

\_\_\_\_\_  
John R. Dominy, Mayor

ATTEST:

\_\_\_\_\_  
KAREN L. SWEENEY, Municipal Clerk

**CERTIFICATION**

I hereby certify that the above resolution is a true copy of a resolution adopted by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, at a meeting held by the same on December 22, 2022, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

\_\_\_\_\_  
KAREN L. SWEENEY  
Municipal Clerk

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

**RESOLUTION 2022-95**

**APPROVING BID REVIEW AND RECOMMENDATION OF  
SUBURBAN CONSULTING ENGINEERS, INC.,  
FOR PROFESSIONAL SERVICES IN CONNECTION WITH  
THE BOROUGH OF WENONAH 2022 SANITARY SEWER REHABILITATION  
PROJECT**

**WHEREAS**, pursuant to Resolution No. 2022-71 the Mayor and Council of the Borough of Wenonah approved and awarded a Contract with Suburban Consulting Engineers, Inc. ("SCE") under the terms and conditions in their proposal, for the professional engineering services associated with 2022 Sanitary Sewer Rehabilitation Project; and

**WHEREAS**, bids were advertised to be received and opened on November 30, 2022, for the 2022 Borough of Wenonah Sanitary Project; and

**WHEREAS**, two (2) bids were received by the Borough's Municipal Clerk; and

**WHEREAS**, SCE, has submitted a Bid Review and Recommendation dated December 5, 2022 (attached hereto as Exhibit "A"); and

**WHEREAS**, the bid submitted by Arold Construction Company, Inc., in the sum of \$821,205.00, inclusive of the following, is the lowest monetary responsive bid:

1. \$780,405.00 for Base Bid;
2. \$ 40,800.00 for Supplemental Bid;
3. \$821,205.00 total Bid.

**WHEREAS**, SCE has recommended that the bid is in conformance with the Bid Specifications and recommends the award of contract to Arold Construction Company, Inc.; and

**WHEREAS**, the Borough Council has reviewed the recommendations made by SCE and the Borough's Solicitor on said bids; and

**WHEREAS**, the Borough of Wenonah Chief Financial Officer has certified that availability of funds in the amount of \$821,205 per CAF (attached hereto as Exhibit "B"), which shall be charged against budget line-item No. 2-06-10-800-010, in the amount of \$821,205.00

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, as follows:

1. SCE's recommendation of the bid of Arold Construction Company, Inc. for Professional Services for the 2022 Sanitary Sewer Rehabilitation project is approved in an amount not to exceed \$821,205.00.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Mayor and Clerk of the Borough of Wenonah, Gloucester County, New Jersey, are hereby authorized and directed to execute any documents necessary to effectuate the December 5, 2022, recommendation.

**ADOPTED** at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on December 22, 2022..

BOROUGH OF WENONAH

JOHN R. DOMINY, Mayor

ATTEST:

KAREN L. SWEENEY, Municipal Clerk

**CERTIFICATION**

I hereby certify that the above resolution is a true copy of a resolution adopted by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, at a meeting held by the same on December 22, 2022, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY  
Municipal Clerk

**BOROUGH OF WENONAH**

**RESOLUTION NO. 2022-96**

**TRANSFER OF BUDGET APPROPRIATIONS**

**WHEREAS**, the Mayor and Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, desire to transfer funds within the 2022 Budget; and

**WHEREAS**, transfers between appropriations are permitted pursuant to N.J.S.A. 40A:4-58;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Mayor and Borough Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, hereby approve the following transfers in the budget appropriations for the year 2022:

**CURRENT FUND**

<b>From:</b>	Road Repairs and Maintenance – Other Expenses	\$ 10,000.00
	Administrative & Executive – Other Expenses	500.00
	Garbage and Trash – Other Expenses	<u>1,000.00</u>
		<b><u>\$ 11,500.00</u></b>
<b>To:</b>	Financial Administration – Salaries and Wages	\$ 1,000.00
	Printing and Legal Advertising	500.00
	Engineering – Other Expenses	5,000.00
	Electricity	2,000.00
	Street Lighting	<u>3,000.00</u>
		<b><u>\$ 11,500.00</u></b>

**Adopted:** December 22, 2022

**APPROVED:**

\_\_\_\_\_  
Mayor, John R. Dominy

**ATTEST:**

\_\_\_\_\_  
Karen Sweeney, Borough Clerk

**RESOLUTION NO. 2022-97**

**OPPOSING THE PROPOSED GLASSBORO-CAMDEN LINE ("GCL")  
ON THE EXISTING CONRAIL TRACKS  
THROUGH THE BOROUGH OF WENONAH**

**WHEREAS**, the proposed Glassboro-Camden Line ("GCL") will cost billions of dollars to construct and will extend passenger services from Camden to Glassboro on the current existing Conrail tracks through the Borough of Wenonah; and

**WHEREAS**, literature and verbal information provided by the Delaware River Port Authority indicate the train is scheduled to travel through the Borough of Wenonah every several minutes each way during rush hour, and at fifteen (15) minute intervals at other times during the day and night; and

**WHEREAS**, the proposed GCL will travel across Wenonah at such intervals and along "at-grade" crossings so as to disrupt vehicular and pedestrian traffic, as well as the peace and enjoyment of the residents; and

**WHEREAS**, the agencies proposing the GCL have indicated that a stop or platform station may be constructed in a residential area of the Borough of Wenonah; and

**WHEREAS**, being overwhelmingly residential in character with few commercial facilities with no open or vacant space available to provide any suitable or consistently available spaces for parking, and, as such, traffic to drop off or pick up commuters will negatively impact the peace and quiet enjoyment of residents; and

**WHEREAS**, in 2010, the Borough of Wenonah adopted Resolution R-2010-70 against a passenger rail line in the Borough of Wenonah; and

**WHEREAS**, since 2010, the agencies proposing the GCL have continued to expend millions of dollars in studies, fees, and costs toward the construction of the proposed GCL; and

**WHEREAS**, on or about November 8, 2022, the People of the Borough of Wenonah, in a non-binding referendum, overwhelmingly voted against both the GCL and a proposed stop, with 73% voting "NO" against the construction of the rail and 65% voting "NO" against the location of the stop within the Borough of Wenonah.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Wenonah that it hereby again adopts a position of opposition of the proposed GCL through the Borough of Wenonah, and further opposes continued expenditures of public monies towards a project that will cost billions of dollars to construct and millions to operate and maintain thereafter; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be sent to the Director of the Delaware River Port Authority, the Director of the South Jersey Transportation Authority, the Commissioners of the County of Gloucester, and to State Legislators within the Third, Fourth, and Fifth Legislative Districts, and to the Governor of the State of New Jersey.

**ADOPTED** at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on December 22, 2022.

BOROUGH OF WENONAH

JOHN R. DOMINY, Mayor

ATTEST:

KAREN L. SWEENEY, Municipal Clerk

**CERTIFICATION**

I hereby certify that the above resolution is a true copy of a resolution adopted by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, at a meeting held by the same on December 22, 2022, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY  
Municipal Clerk

## Resolution No. R-2022-98

### RESOLUTION TO ENTER INTO A CLOSED EXECUTIVE SESSION OF THE WENONAH BOROUGH COUNCIL, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b)(1-9)) permits a body to exclude the public from a portion of a meeting of said body during which certain matters are discussed, and

- I. WHEREAS, N.J.S.A. 10:4-12 (B). (8) permits the exclusion of the public from a meeting of a public body where there is discussion of pending litigation Wenonah v PS&S GLO-L-195-20;

WHEREAS, there is a need for discussion regarding said matters at this time.

NOW THEREFORE BE IT RESOLVED, by the Wenonah Borough Council, Gloucester County, State of New Jersey, with the Mayor concurring, hereby authorizes as follows:

1. That the public shall be excluded from a Closed Executive Session of the Wenonah Borough Council on December 22, 2022
2. The purpose of the Closed Meeting is to discuss real property
3. That these matters will be made available for public review upon their conclusion.

Approved at a meeting of the Wenonah Borough Council held on December 22, 2022

Dated: December 22, 2022

\_\_\_\_\_  
John R. Dominy, Mayor

ATTEST:

\_\_\_\_\_  
Karen L. Sweeney, Municipal Clerk

### CERTIFICATION

I hereby certify that the above resolution is a true copy of a resolution adopted by the Council of the Borough of Wenonah, County of Gloucester, State of New Jersey, at a meeting held by the same on December 22, 2022, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

\_\_\_\_\_  
Karen L. Sweeney  
Municipal Clerk



# 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

**Arthur D. Hayes**  
Lieutenant

December 22, 2022

To: Mr. Mayor and members of the Borough Council

From: Chief White

Re: Workshop report

- Tyler Ciaccio, a recently hired patrol officer, has left to work at a department closer to his home. He apparently had an hour drive each way to get here while working a twelve-hour shift.
- As a result, we are in the midst of a hiring process, but will be starting another one shortly as well.
  - We are moving forward with conducting backgrounds of two applicants from our most recent application process. However, this will not be enough to fill upcoming positions. As a result, we have made some minor tweaks to our selection process and are advertising again to begin another process.
  - I also attended a quick seminar regarding the police hiring crisis throughout the country and ways with which to help deal with it and also attract new applicants. I believe there needs to be a shift in the way we used to look at hiring and retaining officers in order to increase racial and gender diversity. The new workforce is more mobile than ever, changing jobs every seven to ten years on average. As a result, just the promise of a pension is not as attractive to them as in years past. We are looking for ways to showcase our team and how well we work with our community.
- We have been working on getting job responsibilities reorganized with the promotion of Lt. Hayes and the retirement of Captain Grady. Lt. Hayes is learning a lot very quickly.
- Our E-Ticketing equipment came in and Lt. Hayes is working on getting it all set up. For those not familiar, this simply allows officers to scan a driver's license, pick a violation, and print out the summons from the vehicle. The information is automatically transferred to the court and to our CAD system. Previously, officers were writing summonses as has been done since the beginning of time. If more than one summons needed to be issued, then they had to individually write every one out; there was not an area to write the multiple statutes. Court personnel then had to pick up their copies of the summonses and enter them and our police clerks had to pick up their copies and enter them into the CAD. This is not meant as a way to hammer people with more tickets but as a time and cost saver so officers can get back to keeping the area safe.



- As discussed in several of our school roundtable meetings, our existing ambulance wrap has been complete and includes reference to Wenonah, Mantua, and Harrison. It looks great.



To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for November 2022

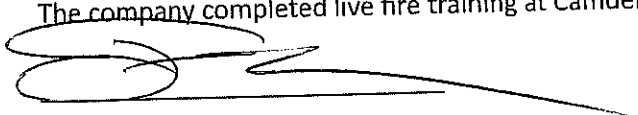
Date: December 6, 2022

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	15	20	14		
Alarm Systems	2	3	2	3	5	9	4	7	1	4	3		
Animal Rescue					1								
Assist EMS		1		1	1	1				1			
Brush	1		2	4	3	1			1				
Building Fire										1	1		
CO Alarms						1	2	1					
Cover Assignment				1		1			1				
Dwelling Fire	1	2	2	6	1		1	1	2				
Exterior Fumes	3	2		1	1	2	1	3	1		1		
Incorrect Dispatch													
Interior Fumes		1	1	2	2		2	3	1		1		
Investigation	1			1		1							
Motor Vehicle Crash		2	1	3	1	1	2	1	1	4	2		
Rescue/HAZMAT						1				1			
Rapid Intervention											1		
Rubbish Fire							1			1			
Service Assignment			1	1	1		1		1	1			
Structure Fire	1												
Vehicle Fire									1				
Meetings/drills	4	4	5	5	5	3	1	4	4	4	5		
Events		1		2	2	2	3		1	3			
Staff Hours	118.73	125.4	109.4	174.3	128.8	91.9	128.3	107.6	136.9	163.9	122.3		

The company assisted East Greenwich Twp. as the RIC company at a working dwelling fire.

The company completed live fire training at Camden County Fire Academy



Tim Nessler, Fire Chief

To: Mayor Dominy and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for November 2022

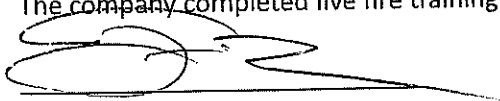
Date: December 6, 2022

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	15	20	14		
Alarm Systems	2	3	2	3	5	9	4	7	1	4	3		
Animal Rescue					1								
Assist EMS		1		1	1	1				1			
Brush	1		2	4	3	1			1				
Building Fire										1	1		
CO Alarms						1	2	1					
Cover Assignment				1		1			1				
Dwelling Fire	1	2	2	6	1		1	1	2				
Exterior Fumes	3	2		1	1	2	1	3	1		1		
Incorrect Dispatch													
Interior Fumes		1	1	2	2		2	3	1		1		
Investigation	1			1		1							
Motor Vehicle Crash		2	1	3	1	1	2	1	1	4	2		
Rescue/HAZMAT						1				1			
Rapid Intervention											1		
Rubbish Fire							1			1			
Service Assignment			1	1	1		1		1	1			
Structure Fire	1												
Vehicle Fire									1				
Meetings/drills	4	4	5	5	5	3	1	4	4	4	5		
Events		1		2	2	2	3		1	3			
Staff Hours	118.73	125.4	109.4	174.3	128.8	91.9	128.3	107.6	136.9	163.9	122.3		

The company assisted East Greenwich Twp. as the RIC company at a working dwelling fire.

The company completed live fire training at Camden County Fire Academy



Tim Nessler, Fire Chief

December 11, 2022

Year end report for Public Safety and Personnel Committee

Susan Mayer, Chair

Summary:

Please see the monthly Police and Fire reports for information on their activities.

Overall:

Both Police and Fire departments run autonomously so little work went to the committee on their behalf. A tally of the police activity, based on the monthly report, was started. Two items not completed were to finish that monthly report and to develop and post interesting points about the police to place on the website. These activities can continued in 2023 in conjunction with the new Communication Committee.

On the Personnel side, support was provided to the staff for Laurie's retirement, Carol's hiring, and Huda's move to take on Laurie's responsibilities.

A major effort was placed on the staffing and running of the swimming program. The program was fully overhauled this year, the staffing model changed to reduce the use of Gate Guards and revise the lifeguard coverage to be sufficient but not excessive. New procedures were developed to track attendance every day at various times of the day to assist with staffing decisions both in 2022 and for planning 2023. More support was provided to the program than expected due to the Manager having taken a full-time job at the start of the season. The Assistant Managers were tasked with more of the responsibilities. The Manager worked with the Assistant Managers to make sure all responsibilities were covered. After the season finished, I met with the Manager and two Assistant Managers to discuss the season and plan for next year. All agreed that:

- There should be two Managers – one for Program/Facilities and one for Hiring/Staffing
- Managers should be hired in January if possible
- Managers should work 3 shifts/week during the season in addition to a few extra hours for other related activities

For early 2023:

- Revise swimming program job descriptions early January
- Post Manager positions and hire by the end of January
- Work with Program Committee to set the budget for the swimming program

## Public Works Monthly Report

Submitted by **Brian Nicholson**, DPW Superintendent  
For the month of December 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	1	0	---	1	30
Utility Mark Out	50	42	85	110	62	69	35	55	69	55	77	44	753
Water samples For NJDEP	4	4	4	4	4	4	4	4	4	4	4	4	48

### Equipment maintenance

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

### Road works

- Many potholes throughout the borough were filled/ patched.

### Other activities

### Municipal Properties/ Maintenance/Compliance

- Clear out catch basins for storms.
- Took water samples, water reports to DEP (Monthly)
- Trash/Recycle Collection- Collected trash and recycling at parks, municipal properties, and businesses.
- 4 sewer lateral backups cleared by public works.

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

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Leaves- cu yds		20				-		-	40		440	380	880
Yard waste	20		60	100	60	60	20	60		20	---		400
Branches chipped- cu yds					40	40	20		20	20	---	20	160

### Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	31	42	60	33	47	53	91	57	52	61	23	41	591
# e-waste stops	10	14	21	18	23	32	37	22	19	29	21	27	273

- Indicates combines metal and e-waste

## Public Works Monthly report for December 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.

New meter installation has started and Lenegan Has installed over around 350 so far, please encourage people to make appointments directly with Lenegan.

Sewer rehab project bids were received and award is anticipated this meeting, with start of project in first quarter of the new year. 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.

Leaf season is ending and will continue till the end of December. Leaves will be picked up on a continuous rotating basis and no branches will be collected. Over 800 cubic yards of leaves have been collected already and the town has been covered 9 times. All leaves have been disposed free of charge to the Borough.

Mike Clark has completed Advanced water treatment classes and we will schedule him to take NJ Dep test to license him as an operator.

A maintenance inspection of the wells discovered that Well 1 has some deficiencies and should be considered for replacement in the coming years. Some repairs to the structure of the well are needed at this time band aid till we can replace the well.

I have been working on updating our vehicle fleet, this has been very difficult and frustrating as supply chain issues and prices have been problematic.

## **Finance Committee End-of-Year Report**

**Borough of Wenonah**

**December 22, 2022**

Submitted by: Jessica Doheny, Chair

Overall this was a successful year for Wenonah's finances.

Utilities and infrastructure projects were well managed.

Wenonah received recovery funding from FEMA in the amount of approximately 90% of expenses submitted relating to emergency relief from the tornado.

The Borough underwent a successful audit process for the 2021 fiscal year, with no deficiencies or materials weaknesses identified.

Wenonah's overall tax rate decreased in the amount of 4 cents. This is principally due to a decrease to the high school tax rate, as well as a decrease to the county tax rate.

The details are:

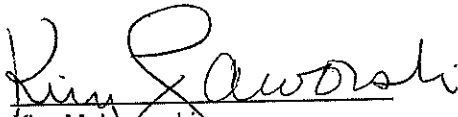
- County Tax decreased by 1.3 cents
- Elementary School Tax increased by 4.5 cents
- Regional High School Tax decreased by 8.5 cents
- Municipal rate increased by 1.1 cents
- Library Tax increased .02 cents

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. Thank you to the Borough office staff, Council, Wenonah Lake Association, and seasonal Lake staff for their support in creating effective communications and programming throughout the swimming season, and converting day pass buyers to invested members.

Thank you to the Borough's Finance Officer, Rob Scharle; the Borough's tax collector, Kim Jawarski; Borough Clerk Karen Sweeney; and Deputy Treasurer Huda Ijaz for your hard work all year.

+U41RR1:U42

Current Taxes	November	2022 To Date
Prepaid Taxes / 2023	4,576.63	37,538.97
2022 Taxes	690,181.54	8,812,914.93
2021 Taxes	12,768.65	73,674.19
6% Year End Penalty	671.57	3,379.02
Arrears		0.00
Tax Title Liens		0.00
Interest & Costs	4,103.66	19,950.62
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		20.00
NSF Fee		0.00
Bankruptcy & Foreclosure Fees		0.00
Total Receipts	712,302.05	8,947,477.73

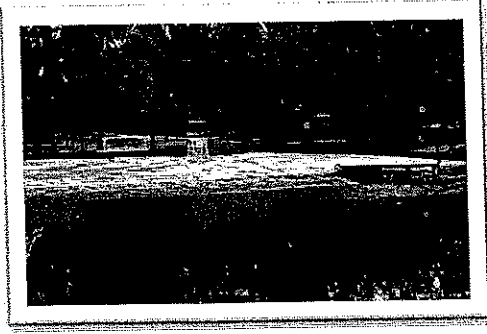
  
Kim M Jaworski  
Tax Collector

Percentage of Collection at November 30, 2022  
Percentage of Collection at November 30, 2021

98.53%  
98.75%







Public Buildings  
&  
Grounds

Jonathan Barbato, Chair

Committee Members: Susan Mayer, Peter Fu

Month: December 22, 2022

- Wenonah Lake: The John and Kathy Howard Park,  
The John and Kathy Howard Park renovation committee and Dave Kreck (Chairs:  
Councilwoman Susan Mayer and Councilman Jonathan Barbato) met on November 29th to  
discuss applying for the Local Recreation improvement Grant (LRIG).  
Next month council will draft a resolution so we can officially apply for the (LRIG). I would  
like to thank David Kreck our Town Engineer for his guidance on applying for the Grant.

*Jonathan Barbato*



December 13, 2022

Via Electronic Mail (ksweeney@boroughofwenonah.com)

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

Attn.: Karen Sweeney, Administrator/Clerk

Re.: Borough of Wenonah, County of Gloucester, State of New Jersey  
Professional Engineering Services

**Monthly/Project Status Report – December 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 three weeks of November and first week of December 2022 for the Borough of Wenonah.

**I. WATER SYSTEM**

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

**SCE-R10302.011:**

Total Authorization: \$108,420.00  
Billed to Date: \$90,440.46 (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:**

Contractor final payment (for \$5,000) will be next year after the one-year anniversary inspection of the tank (interior and exterior) has been performed by the Contractor. SCE will coordinate the inspection for March 2023.

**B. 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 – BID AND CONSTRUCTION**

**SCE-R11851.021**

Total Authorization: \$66,910.00  
Billed to Date: \$3,960.00 (6%)

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 prepared and coordinated bidding the project with the Borough. On Wednesday, November 30, 2022 the bids for this project were opened. The Borough received two (2) bids ranging from \$821,205.00 to \$864,897.50. SCE prepared the Recommendation of Award and the Authorization to Award for Aroid Construction Company, LLC, the apparent low bidder, with a bid in the amount of \$821,205.00. Award of the contract is anticipated for December 22, 2022, and the start of construction is anticipated to commence in early 2023.

**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.

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).

**C. SANITARY SEWER CAPITAL IMPROVEMENTS**

**SCE-P11988.011**

This proposal is currently on hold by the Borough. The work under this proposal is to be re-evaluated after the sanitary sewer rehabilitation project is completed. SCE to revisit the scope of improvements to be designed and prepare a revised proposal.



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 'Michael L. Willis'.

Michael L. Willis, PE, CME  
Project Manager



**VIA E-MAIL ONLY**

December 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 December 20, 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. The Project is essentially complete and only a few minor punchlist item remain.
  - A. Please note that we will require that the Contractor return in the Spring to re-seed any bare soil areas that remain.
2. Upon finalizing the bid quantities with the Contractor, we will determine a final contract amount, prepare the final Borough and NJDOT Change Orders, and issue the Contract Closeout Documents to the Contractor.

**II. GENERAL MUNICIPAL ENGINEERING:**

**2023 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. The preliminary engineering related to the roadway improvements for the 2023 Borough Infrastructure Improvement Project has been completed and the preliminary engineering for the utility improvements is underway.
  - A. It has already been 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 and we will also assess the conditions of the existing storm sewers for replacement.

Upon completion of the preliminary utility 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. A final determination for the proposed traffic calming measures in Maple Street needs to be determined, i.e., maintain the existing speed humps or develop alternatives for addressing vehicle speeding.
3. We have forwarded a plan depicting a proposed drop-off zone for the Elementary School to both the Wenonah Elementary School and Police Department and await comment.
4. Once the full 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 have received notice that the 2023 NJDOT Municipal Aid Grant Application for North Synnott Avenue was approved in the amount of \$339,430.

**FUTURE LOCALLY FUNDED ROADWAY IMPROVEMENTS**

1. The following roadways comprise the current list of local roadways in need of improvements based upon their current 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 Poplar Street, from Princeton Avenue to Synnott Avenue
  - G. East Pine Street, from Clinton Avenue to Marion Avenue
  - H. 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. Wenonah Lake has been lowered by approximately 2 feet to facilitate the clearing of vegetation debris from the shorelines . It should be noted that the lake must be back to normal levels by March 1<sup>st</sup>.



2. We are assisting in the preparation of a 2023 Local Recreation Improvement Grant Application for various improvements at Wenonah Lake. At this time, the proposed improvements would consist of:
  - A. A new playground that is geared for the age range of 4-9 years and would include both handicapped accessibility and sensory features appropriate for autism spectrum disorders.
    - 1) We have reached out to a number of playground suppliers and have requested conceptual playground layouts for review and evaluation.
  - B. Parking and access improvements for the physically disabled
  - C. Upgrades to the existing bathrooms for facilitating ADA Accessibility
3. During the November 29, 2022 Grant Application Committee Meeting, it was ultimately determined that a Master Plan for the proposed Lake improvements and a subsequent financial plan for funding those improvements should be pursued in 2023.

#### **COMEYS LAKE:**

1. The following remediation work at the Comey's Lake Dam was recently reviewed with the Public Works Department which 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
  - D. The potential for the abandonment of the existing lake levelling device and construction of new lake overflow bypass system to assist in preventing any future bank erosion resulting from flooding events.

#### **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 5<sup>th</sup> 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. #204 North Marion Avenue. Existing lateral has displaced joint, causing clogs.
  - B. 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. Please see 2023 INFRASTRUCTURE IMPROVEMENT PROJECT regarding potential water system upgrades for 2023.

#### **BOROUGH WATER TOWER AND WELLS**

1. We have been made aware that Well #1 requires a number of structural improvements and may soon be in need of full replacement. It is anticipated that the planning for the potential replacement of Well #1 will take place in early 2023.

#### **DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT**

1. No Change Since Last Report.

#### **NJDEP WATER ALLOCATION**

1. The Borough's total annual water usage up to and including the month of November is projected to be safely below the allocation limit of 72.07 million gallons per year.



### **BOROUGH WATER SYSTEM RECORD KEEPING**

1. No Change Since Last Report.

### **STORM SEWER SYSTEM**

1. 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. Our office shall complete the updates to the Borough's 2022 Stormwater Pollution Prevention Program (SPPP) in preparation for the filing of the 2022 Annual Report.
  - A. A meeting to review the 2022 Maintenance Manual with the Public Works Department has been tentatively scheduled for the month of January.
  - B. As required by the MS4 Permit, a copy of the completed 2022 Stormwater Pollution Prevention Program (SPPP) shall be forwarded to the Borough for website posting.
2. On November 30<sup>th</sup>, the NJDEP renewed the Tier A Municipal Separate Storm Sewer Permit, with an effective date of January 1, 2023.
  - A. Our office will be updating the various Borough Maintenance Plans, Maintenance Logs, and Training Logs which are required for compliance with the 2023 Stormwater Permit Requirements.
  - B. We anticipate the 2023 Training Session with the Public Works Department will be scheduled for the month of January.
  - C. Similar to prior years', our office will coordinate the 2023 Training requirements with the Combined Planning Board Members
3. We have initiated discussions with the Green Team on a Rain Barrel Workshop for 2023.

### **TRAFFIC CALMING & SAFETY MEASURES**

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



2. With the Maple Avenue re-paving scheduled for 2023, considerations should be made for the possible removal of the existing speed humps and installation of alternative Traffic Calming measures.

### **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 5<sup>th</sup> Public Works Meeting and shall be addressed as staffing and time permits:
  - A. West Cherry drainage ditch/bridge bulkhead.
  - B. Eroded side slope of Comey's Lake Earthen Dam.
  - C. Existing ravine located within Block 13 (see above).
  - D. #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.

### **ORDINANCE MODIFICATIONS**

1. Our office attended the December 2<sup>nd</sup> Training Session on the preparation and subsequent adoption of the proposed Flood Damage Prevention Ordinance required by both FEMA and NJDEP. A Draft Copy of the Ordinance must be submitted for review by February 2, 2023.
2. In preparation for the February 2<sup>nd</sup> deadline, our office shall review and modify the DEP's Model Flood Damage Prevention Ordinance and coordinate any necessary revisions with the Borough Solicitor, NJDEP & FEMA. Once the Draft Ordinance is approved by both NJDEP & FEMA, we shall coordinate the adoption of the Ordinance with the Borough Solicitor. It should be noted that full adoption of the Ordinance must occur no later than May 2, 2023.



### 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. The Board approved of a Minor Subdivision Application at #102 East Pine Street.
2. A Variance Application for a new pool and paver deck at #204 West Willow Street was postponed to the January 23<sup>rd</sup> Meeting.

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)

