

**DRAFT
AGENDA
BOROUGH OF WENONAH
REGULAR BUSINESS MEETING
APRIL 27, 2023**

I. OPENING:

- a. Call to Order
- 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

Approval of December 22, 2022 & March 23, 2023 meeting minutes.

ORDINANCE 2023-6: 1st read Approving the exceed the municipal budget appropriation limits and to establish a cap bank (COLA) if needed

ORDINANCE 2023-7: 1ST READ Amending Chapter 70 Water rates

ORDINANCE 2023-8: 1ST READ Amending Chapter 51 Sewer rates

RESOLUTION 2023-53: Introduce the 2023 Municipal Budget, read by title only

RESOLUTION 2023-54: Restricting Water Usage in the Borough of Wenonah through 12/31/2023

RESOLUTION 2023-55: Authorizing the Sale of Borough property owned 1415 Wdby Glassboro Rd

RESOLUTION 2023-56: Approving the extension from Arold Construction in connection with the 2022 Sanitary Sewer Rehab project.

RESOLUTION 2023-57: Recognize Mayor's Wellness Campaign

RESOLUTION 2023-58: Approving the contract for services with the Low-income Household Water Assistance Program (LIHWAP) with (DCA) Department of Community Affairs and the Borough of Wenonah.

COMMITTEE REPORTS:

- a. Personnel – Susan Mayer
- b. Public Works/Public Buildings & Grounds – Dan Cox
- c. Public Safety – Anthony Fini
- d. Finance & Budget – Jaclyn Graves
- e. Legal & Ordinance – Jonathan Barbato
- f. Public Programs – Jeanne Grigri
- g. Lake Park Renovation Committee – Jonathan Barbato / Susan Mayer

ENGINEERS REPORT:

APPROVE DISBURSEMENTS

MISCELLEANEOUS

ARBOR DAY PROCLAMATION

PRIVILEGE OF THE FLOOR

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.

**BOROUGH OF WENONAH
COUNTY OF GLOUCESTER
CALENDAR YEAR 2023**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

ORDINANCE NO.2023-6

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Wenonah in the County of Gloucester finds it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$ 10,449.87 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Wenonah, in the County of Gloucester, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Borough of Wenonah shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$36,574.55, and that the CY 2023 municipal budget for the Borough of Wenonah be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Introduced: **April 27, 2023**

MAYOR, JESSICA S. DOHENY _____

Adopted: _____

ATTEST: KAREN L. SWEENEY, _____

RMC/ADMIN/QPA

BOROUGH OF WENONAH
Gloucester County, New Jersey

ORDINANCE NO. 2023-7

**AMENDING CHAPTER 70, SECTION 15,
OF THE CODE OF THE BOROUGH OF WENONAH,
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY,
AND SETTING NEW PAYMENT TERMS AND RATES FOR WATER USAGE**

WHEREAS, the Chief Financial Officer of the Borough of Wenonah has recommended that water utility rates be adjusted to ensure that the water utility can continue to maintain reliable service and deliver safe drinking water; and

WHEREAS, the Chief Financial Officer has recommended that Chapter 70, Section 15, of the Borough Code regarding water rates for metered service be amended; and

WHEREAS, the Borough Council of the Borough of Wenonah after due consideration has determined to proceed with the Chief Financial Officer's recommendations.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, that Chapter 70, Section 15, of the Code of the Borough of Wenonah (the "Borough Code") is hereby amended as follows (additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

SECTION 1.

Chapter 70, Section 15, of the Administrative Code of the Borough of Wenonah is hereby amended to revise the water usage rates as set forth herein.

§ 70-15. Water rates, billings, penalties.

The following rates and billing procedures are hereby adopted for the sale of water by the Borough of Wenonah:

A. Water rates.

- 1) There shall be a usage charge for all water passing through meters installed pursuant to provisions of this ordinance which shall be based upon the following schedule:

- a) Annual Fixed Rate *for the year 2023, \$347.50 was billed in January of 2023 and due by February of 2023. There shall be three (3) additional bills calculated and sent to all water users which shall be calculated as follows:*
- b) Charges per 1,000 gallons shall be billed as follows:

| Gallonage | Billing Amount Per 1,000 Gallons |
|---|----------------------------------|
| 0 to 80,000 20,000 | \$3.55 \$5.53 |
| 80,001 to 100,000 20,001 to 25,000 | \$4.45 \$7.04 |
| 100,001 to 150,000 25,001 to 37,500 | \$5.70 \$9.01 |
| Over 150,000 37,501 | \$6.30 \$9.96 |

1. As recorded on the water meter installed for each house or other building or unit in each meter reading cycle. In case of commercial, industrial, public or multifamily users, the annual charge shall be based upon equivalent dwelling units. The schedule shall constitute the basis for said charges.
- 2) Unless a certificate of vacancy has been issued, the foregoing minimum rates shall be charged when an established service exists even though there shall be no actual consumption of water through such service.
- 3) Water use charge *for the remainder of 2023*, shall be billed as follows:

a) *The first bill shall be calculated as of July 1, 2023, as follows:*

1. *There shall be no flat water fee calculated in this bill;*
2. *There shall be a water usage fee per 1,000 gallons for the months of March, April, May, and June, at the previously determined 2023 water rates of \$5.53 for usage up to 20,000 gallons; \$7.04 for usage from 20,001 gallons to 25,000 gallons; \$9.01 for water usage from 25,001 gallons to 37,500 gallons; \$9.96 per gallon for any usage above 37,501 gallons;*
3. *The above referenced bill shall be sent to users on or before July 20, 2023. Said bill shall be due by August 1, 2023. A late fee shall be instituted at 1.5% per month for any payments made after August 10, 2023.*

b) *The second bill shall be calculated as of October 1, 2023, as follows:*

- 1) *There shall be no flat water fee calculated in this bill;*
- 2) *There shall be a water usage fee per 1,000 gallons for the months of July, August, and September, at the previously determined 2023 water rates of \$5.53 for usage up to 20,000 gallons; \$7.04 for usage from 20,001 gallons to*

25,000 gallons; \$9.01 for water usage from 25,001 gallons to 37,500 gallons; \$9.96 per gallon for any usage above 37,501 gallons;

3) *The above referenced bill shall be sent to users on or before October 20, 2023. Said bill shall be due by November 1, 2023. A late fee shall be instituted at 1.5% per month for any payments made after November 10, 2023.*

c) *There shall be a third bill calculated as of January 1, 2024, as follows:*

1) *There shall be no flat water fee calculated in this bill;*

2) *There shall be a water usage fee per 1,000 gallons for the months of October, November and December, at the previously determined 2023 water rates of \$5.53 for usage up to 20,000 gallons; \$7.04 for usage from 20,001 gallons to 25,000 gallons; \$9.01 for water usage from 25,001 gallons to 37,500 gallons; \$9.96 per gallon for any usage above 37,501 gallons;*

3) *The above referenced bill shall be sent to users on or before January 20, 2024. Said bill shall be due by February 1, 2024. A late fee shall be instituted at 1.5% per month for any payments made after February 10, 2024.*

Starting January 1, 2024, all Borough water users shall be billed on a quarterly basis. The quarterly bills shall be calculated as follows:

a) *There shall be a minimum order charge for all water passing through the meters as follows:*

1) *Effective January 1, 2024, the minimum rate per quarter shall be \$125. However all senior citizens, defined as all residents 65 years or older and residing in a dwelling house owned by such senior citizen, and persons who are permanently and totally disabled and residing in a dwelling house owned by such disabled person, shall pay \$100 per quarter. Determination of eligibility for the reduced rate provided for in this subsection shall be made in accordance with the standards in effect for determining real estate tax deductions under the provisions of N.J.S.A. 54:4 – 8.40, et seq., as set exceptions shall be amended from time to time, together with any applicable regulations promulgated thereunder.*

2) *There shall be an additional charge to those rates set forth above at rates in Section B for each 1,000 gallons in excess of 6,000 gallons of usage as follows:*

*6,001 – 20,000 at \$5.53 per thousand gallons
20,001 – 25,000 at \$7.04 per thousand gallons
25,001 – 37,500 at \$9.01 per thousand gallons
37,501 and above at \$9.96 per thousand gallons*

- b) *The above quarterly water bills shall be calculated as of March 31, June 30, September 30, and December 31, as follows:*
- 1) *The bills for the first quarter ending March 31 shall be sent by April 20 and due by April 30. Any payments made after May 10 shall be subject to a late fee of 1.5% per month;*
 - 2) *The bills for the second quarter ending June 30 shall be sent by July 20 and due by August 1. Any payments made after August 10 shall be subject to a late fee of 1.5% per month;*
 - 3) *The bills for the third quarter ending September 30 shall be sent by October 20 and due by November 1. Any payments made after November 10 shall be subject to a late fee of 1.5% per month;*
 - 4) *The bills for the fourth quarter ending December 31 shall be sent by January 20 and due by February 1. Any payments made after February 10 shall be subject to a late fee of 1.5% per month.*
- c) *Effective January 1, 2024, the Chief Financial Officer of the Borough of Wenonah has further recommended that the water utility rates be increased via a cost-of-living adjustment to further ensure that the water can continue to maintain reliable service and deliver safe drinking water. This adjustment shall apply to all components of service including the minimum rate and the usage fee. The cost of living adjustment shall be based on the implicit price deflator for State and local governments for New Jersey as published by the United States Department of Commerce, Bureau of Economic Analysis.*

SECTION 2.

All other rates and terms remain the same except those changed herein.

SECTION 3.

The Chief Financial Officer shall increase all rates for water usage effective January 1, 2025, and annually thereafter. The Chief Financial Officer shall adjust rates in a matter not to exceed the cost-of-living adjustment. The cost-of-living adjustment shall be based on the implicit price deflator for State and local governments for New Jersey as published by the U.S. Department of Commerce, Bureau of Economic Analysis.

SECTION 4.

In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

SECTION 5.

All ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

BOROUGH OF WENONAH

BY: _____
JESSICA S. DOHENY, MAYOR

ATTEST:

Karen L. Sweeney, Municipal Clerk

I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on April 27, 2023, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on May 25, 2023.

In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah this 25th day of May 2023.

Karen Sweeney, RMC/ADMIN/QPA
Municipal Clerk, Wenonah Borough

BOROUGH OF WENONAH
Gloucester County, New Jersey

ORDINANCE NO. 2023- 8

**AMENDING CHAPTER 51, SECTION 10,
OF THE CODE OF THE BOROUGH OF WENONAH,
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY,
AND SETTING NEW PAYMENT TERMS AND RATES FOR SEWER USAGE**

WHEREAS, the Chief Financial Officer has recommended that Chapter 51, Section 10, of the Borough Code regarding sewer rates be amended; and

WHEREAS, the Borough Council of the Borough of Wenonah after due consideration has determined to proceed with the Chief Financial Officer's recommendations.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Wenonah, County of Gloucester, and State of New Jersey, that Chapter 51, Section 10, of the Code of the Borough of Wenonah (the "Borough Code") is hereby amended as follows (additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

SECTION 1.

Chapter 51, Section 10, of the Administrative Code of the Borough of Wenonah is hereby amended to revise the sewer usage rates as set forth herein.

§ 51-10. User Rates.

- A. The following sewer service and usage fees are hereby established effective ~~February 27, 2020~~ ***January 1, 2024***, and shall remain in full force and effect until revised by ordinance duly adopted by the Borough Council:

| Year | Fixed Sewer Fee |
|------------------------------------|--------------------------------------|
| 2020 <i>2024</i> | \$520 <i>\$600</i> |
| Starting January 2021 | |
| — July 1, 2021 | \$280 |
| — Oct. 1, 2021 | \$280 |
| — July 1, 2022 | \$300 |
| — Oct. 1, 2022 | \$300 |

- B. ~~All sanitary sewer rental bills shall be payable on October 1 and July 1 of each year starting in 2021.~~ ***All sanitary sewer rental bills shall be payable quarterly for service as of March 31, June 30, September 30 and December 31.*** There shall be a ten-day grace period after said due date. If payment is not received by the last day of the grace period, a rate of interest will be charged at 18% per annum or 1 1/2% per month added to the bill.

Any rental delinquency that remains outstanding and owed at any time, including any penalty and turn-off fee, will be added to the next billing.

C. For the year 2023, there shall be three (3) additional bills calculated and sent to all water and sewer users which shall be calculated as follows:

1. The first bill shall be calculated as of July 1, 2023, as follows:

a) There shall be a fixed sewer payment of \$200 per user;

b) The above referenced bill shall be sent to users on or before July 20, 2023. Said bill shall be due by August 1, 2023. A late fee shall be instituted at 1.5% per month for any payments made after August 10, 2023.

D. The second bill shall be calculated as of October 1, 2023, as follows:

1. There shall be a flat sewer fee portion of this bill equaling \$200 per user;

2. The above referenced bill shall be sent to users on or before October 20, 2023. Said bill shall be due by November 1, 2023. A late fee shall be instituted at 1.5% per month for any payments made after November 10, 2023.

E. There shall be a third bill calculated as of January 1 of 2024, as follows:

1. There shall be a flat sewer usage fee of \$200 per user;

2. The above referenced bill shall be sent to users on or before January 20, 2024. Said bill shall be due by February 1, 2024. A late fee shall be instituted at 1.5% per month for any payments made after February 10, 2024.

F. Starting January 1, 2024, all Borough water and sewer users shall be billed on a quarterly basis. The quarterly bills shall be calculated as follows:

G. Effective January 1, 2024, there shall be a sewer charge of \$150 per quarter.

H. Effective January 1, 2024, the Chief Financial Officer of the Borough of Wenonah has further recommended that the sewer rental rates be increased via a cost-of-living adjustment to further ensure that the Borough can continue to maintain reliable service.

SECTION 2.

All other rates and terms remain the same except those changed herein.

SECTION 3.

In the event that any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the

Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

SECTION 5.

All ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

BOROUGH OF WENONAH

BY: _____
JESSICA S. DOHENY, MAYOR

ATTEST:

Karen L. Sweeney, Municipal Clerk

I, Karen Sweeney, Municipal Clerk, hereby certify that the foregoing ordinance is a true and accurate copy of an ordinance introduced on April 27, 2023, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on May 25, 2023.

In witness thereof, I have set my hand and affixed the seal of the Borough of Wenonah this 25th day of May 2023.

Karen Sweeney, RMC/ADMIN/QPA
Municipal Clerk, Wenonah Borough

BOROUGH OF WENONAH

RESOLUTION NO. 2023-53

RESOLUTION TO INTRODUCE THE 2023 MUNICIPAL BUDGET

BE IT RESOLVED, that the following statement of revenues and appropriations shall constitute the Local Municipal Budget for the year 2023;

BE IT FURTHER RESOLVED, that the said budget be published in the South Jersey Times edition of May 10, 2023 as follows:

A hearing on the budget and tax resolution will be held at the Borough Hall on the 25th day of May, 2023 at 7:00 o'clock p.m., at which time and place objections to said budget and tax resolution of the Borough of Wenonah for the year 2023 may be presented by taxpayers or other interested persons.

Summary of General Section of Budget

Current Fund

| | |
|---|-----------------------|
| Municipal Purposes within "CAPS" | \$1,096,621.00 |
| Municipal Purposes excluded from "CAPS" | 1,689,262.43 |
| Reserve for Uncollected Taxes | <u>278,957.43</u> |
| Total General Appropriations | \$3,064,840.86 |
| Less: Anticipated Revenues | <u>1,501,259.90</u> |
| Local Tax for Municipal Purposes | \$1,476,294.15 |
| Minimum Library Tax | <u>87,286.81</u> |
| Amount to be Raised by Taxation | <u>\$1,563,580.96</u> |

Date Adopted: April 27, 2023

Jessica Doheny, Mayor

Karen Sweeney, Borough Clerk

RESOLUTION #R-2023-54

**“RESOLUTION OF THE BOROUGH OF WENONAH, COUNTY OF GLOUCESTER
AND STATE OF NEW JERSEY FOR THE PURPOSE OF RESTRICTING WATER
USAGE IN THE BOROUGH THROUGH DECEMBER 31, 2023”**

WHEREAS, existing water conditions prevailing in the area, as well as the Borough of Wenonah, during the months of June, July and August have led to serious drought conditions in recent years, and

WHEREAS, Chapter 70, Section 33-35 of the Code of the Borough of Wenonah provides for means to protect our existing water resources through the implementation of water restrictions, and

WHEREAS, the Council of the Borough of Wenonah feels that more serious restrictions should be implemented at this time in order to protect our valuable water resources,

NOW THEREFORE, BE IT RESOLVED, by the Council of the Borough of Wenonah, with the Mayor concurring, as follows:

- 1) Water restrictions in the form of alternate day outside water usage, as identified in Chapter 70-34, Subsection B entitled “Water Use Restrictions” will be effective upon passage of this resolution for all residences and businesses within the Borough of Wenonah.**
- 2) An odd/even watering schedule shall be in effect through December 31, 2023.**
- 3) Additional provisions of restricted outside watering hours to 4-9 am and 6-9 pm in conjunction with the odd/even watering schedule.**
- 4) Outside watering on the 31st of the month is prohibited.**
- 5) Exceptions are in place for adult attended child recreational sprinklers, watering of new sod and newly purchased landscaping products.**
- 6) All hoses must have an automated shut off device to avoid constant flows of free running water.**
- 7) This Resolution shall take effect immediately upon passage and will be in effect through December 31, 2023.**

Adopted at a Council Meeting of the Mayor and Council of the Borough of Wenonah held on April 27, 2023

Mayor, Jessica S. Dominy

ATTEST:

Karen L. Sweeney, Municipal Clerk

**Borough of Wenonah
Gloucester County, New Jersey**

RESOLUTION NO. 2023-55

**AUTHORIZING BID ADVERTISEMENT OF BOROUGH-OWNED PROPERTY AT
1415 WOODBURY-GLASSBORO ROAD,
BLOCK 4, LOT 39**

WHEREAS, the Borough of Wenonah is the record owner of the property at 1415 Woodbury-Glassboro Road, Block 4, Lot 39 (the "Property"), on the Tax Map of the Borough of Wenonah; and

WHEREAS, N.J.S.A. 40A:12-13(a) authorizes a municipality to enter into an open public sale at auction to the highest bidder for property that is not needed for public use; and

WHEREAS, the Borough determined that the Property is not needed for public use, and that the Property should be sold by open public sale at auction to the highest bidder; and

WHEREAS, auctions were held on December 10, 2020; June 28, 2021; and April 21, 2022, but no bids were received; therefore, the Property should be sold to the highest bidder at a fourth auction; and

WHEREAS, N.J.S.A. 40A:12-13(a) requires the Borough to advertise the sale of the property in the newspaper and hold a public auction.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Wenonah as follows:

SECTION 1. The Mayor of the Borough of Wenonah and other necessary Borough officials are hereby authorized to enter into a second public sale of the Property owned by the Borough, in accordance with N.J.S.A. 40A:12-13(a) and to take all reasonable, necessary and lawful steps to effectuate the sale of the property, including execution of the appropriate deed and transfer documents.

SECTION 2. The Borough shall advertise the sale of the Property in a newspaper circulating in the Borough by two insertions at least once a week during two consecutive weeks, the last publication to be not earlier than seven days prior to such sale.

SECTION 3. The terms of sale shall be as follows:

- a. Live bids shall be accepted at the Borough Municipal Building, 1 South West Avenue, Wenonah, NJ, 08090, commencing at 11am on June 7, 2023.
- b. Minimum bid price of \$225,000.00.

- c. The bid must be accompanied by a deposit made payable to the Borough of Wenonah in the form of cash, bank check, or cashier's check in the amount of 10% of the total bid. Pending closing of title, this deposit will be held by the Borough in a non-interest bearing escrow account, with the total deposit to be credited to the purchase price at closing. Full payment of the purchase price must be received within thirty (30) days of the date of the acceptance of the bid. Unsuccessful bidders will have their deposits returned.
- d. Any person bidding on behalf of a corporation or limited liability company must either submit a copy of a resolution of the corporation/company or a letter on corporate stationery, signed by an officer of the corporation, authorizing the bidder to bid on the property on the corporation's behalf. A person bidding on behalf of a partnership or using a trade name must submit a copy of the certificate of trade name and a letter of authorization from the other partners.
- e. The successful bidder shall pay prorated real estate taxes for the balance of the current year as of the date of closing of title.
- f. In the event that the successful bidder fails to close title to the Property, the bidder shall forfeit all deposit monies made to the Borough. No refunds whatsoever will be made by the Borough in the event that the successful bidder fails to complete the purchase of the Property within thirty (30) days from the acceptance of the bid.

The Property is being sold "AS IS" "WHERE IS." The Property is sold subject to existing encumbrances, liens, easements, zoning ordinances, other restrictions of record, such facts as an accurate survey would reveal and any present or future assessments for the construction of improvements benefiting the Property, to be developed in accordance with the Borough's Housing Plan Element and Fair Share Plan dated February 22, 2016, and revised April 25, 2016, to include four (4) affordable rental units comprised of two units for moderate income and two units for low income as well as additional market rate units which shall not exceed 30 in number with the property to be deed restricted in accordance with this requirement. A survey of the Property may be conducted by any prospective bidder, at its discretion, as part of its due diligence; the bidder is responsible for conducting any and all inspections and testing of the Property at its own cost and expense. No representation is made by the Borough as to the utility, usability or environmental condition of the Property, except as otherwise set forth herein.

- g. The deed given by the Borough to the Property will be a Quitclaim Deed. No title contingencies or conditions are permitted.
- h. The sale shall be subject to adjournment or cancellation by the Borough Council.
- i. The sale shall be subject to restrictions of record and local ordinances.
- j. The Borough shall retain the right to reject all bids.

BOROUGH OF WENONAH

JESSICA S. DOHENY, 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 April 27, 2023, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

*Karen Sweeney, RMC/ADMIN/QPA
Municipal Clerk, Wenonah Borough*

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

RESOLUTION 2023-56

**AUTHORIZING CHANGE ORDER NO. 1, DATED APRIL 24, 2023,
FOR A CONTRACT TIME EXTENSION IN CONNECTION WITH
THE BOROUGH OF WENONAH
2022 SANITARY SEWER REHABILITATION PROJECT**

WHEREAS, pursuant to Resolution No. 2022-95, based upon the request and recommendation of Suburban Consulting Engineers, Inc. (“SCE”), the bid of Arold Construction Company, Inc., dated November 30, 2022, in the amount of \$821,205.00, for the Borough of Wenonah 2022 Sanitary Sewer Rehabilitation Project, was approved and awarded by the Mayor and Council under the terms and conditions in their proposal, for the supply of all labor and materials associated with the Sanitary Sewer Rehabilitation Project; and

WHEREAS, SCE has submitted Change Order No. 1, dated April 24, 2023 (see attached Exhibit “A”), for a 75-day Contract time extension to accommodate additional time needed to prepare the SED Utilization plan.

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. That the above accepted Change Order #1 for a 75-day Contract time extension to accommodate the additional time needed to prepare the SED Utilization plan, is hereby approved with a revised completion date of July 27, 2023.

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 April 24, 2023, Change Order No. 1.

ADOPTED at a regular meeting of the Borough Council of the Borough of Wenonah held on April 27, 2023.

BOROUGH OF WENONAH

JESSICA S. DONEHY, 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 April 27, 2023, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY
Municipal Clerk



April 24, 2023

Via Electronic Mail (ksweeney@boroughofwenonah.com) and Regular Mail

Borough of Wenonah
1 South West Avenue
Wenonah, NJ 08090

Attn.: Karen L. Sweeney, RMC, QPA, CMR
Municipal Clerk/Administrator/Treasurer

Re.: Borough of Wenonah, County of Gloucester, State of New Jersey
2022 Sanitary Sewer Main Rehabilitation
Payment Application No. 1
File No.: SCE-R11851.011
Wenonah Contract No. 2022-71

Dear Ms. Sweeney:

SUBURBAN CONSULTING ENGINEERS, INC. (SCE) has prepared the attached Change Order No. 2 for the above-referenced project. SCE has reviewed the items provided by **Aroid Construction Co., Inc.** which represents a 75-day Contract time extension to accommodate additional time needed to prepare the SED Utilization plan. The following table provides a summary of the contract modifications with the addition of Change Order No. 1:

| | PROJECT COSTS | PROJECT TIME |
|--------------------------------|---------------------|--------------|
| Original Contract Amount | \$821,205.00 | 75 |
| Change Order No. 1 | \$0.00 | 75 |
| Revised Contract Amount | \$821,205.00 | 150 |
| % Contract Increase/Decrease | 0% | |

Based on the supporting documentation enclosed herein, SCE recommends approval of Change Order No. 1 resulting in a 75 day increase to the Contract time with a revised completion date of July 27, 2023. Please find attached copy of the Change Order No. 1 form for your review and signature. Please return one (1) signed copy to our office. SCE will forward the executed Contract Modification to the Bureau of Local Aid and Economic Development for final acceptance.

Should you have any additional questions or concerns, please do not hesitate to contact our office. Thank you.

Very truly yours,
SUBURBAN CONSULTING ENGINEERS, INC.

Michael L. Willis, PE, CME
Project Manager

JMM/

Enclosures Contract Modification No. 1

G:\JobFolderJ-Z\Wenonah\11851 Wenonah\11851.011 Sewer Main & Manhole\Construction\Sanitary Sewer\Contractor Change Order\CO1\20230424_R11851-011_CO1_LTR_MLW_KSweeney_2022-71.doc

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

| | | | |
|--|-------------------------------------|---|---------------------------------|
| 1. ISSUING OFFICE 2022 SANITARY SEWER MAIN REHABILITATION | 2. PROJECT NO. S340531-01 | 3. CONTRACT NO. SCE-11851.011 | 4. MODIFICATION NO. 1 |
|--|-------------------------------------|---|---------------------------------|

| | |
|---|---|
| 5. TO (CONTRACTOR) AROLD CONSTRUCTION COMPANY, INC. 51 POWDER MILL BRIDGE ROAD KINGSTON, NY 12401 | 6. PROJECT LOCATION AND DESCRIPTION 2022 SANITARY SEWER MAIN REHABILITATION BOROUGH OF WENONAH, COUNTY OF GLOUCESTER, NEW JERSEY |
|---|---|

7. A proposal is required for making the hereinafter described change in accordance with specification and drawing revisions cited herein or listed in attachment hereto. Submit your proposal in space indicated on page 2, attach detailed breakdown of prime and sub-contract costs (See the clause of this contract entitled, "Changes". DO NOT start work under this proposed change until you receive a copy signed by the Contracting Officer or a directive to proceed).

04/24/2023

ROBERT E. WELLS, PE TECHNICAL MANAGER



Date

Type Name and Title

Signature

8. DESCRIPTION OF CHANGE: Pursuant to the clause of this contract covering changes, the contractor shall furnish all labor and material, and all work necessary to accomplish the following described work:

This change order reflects a 75 day Contract time extension to accommodate additional time needed to prepare the SED Utilization plan.

As a result of the above, the contract price is revised as follows:

| ITEM NO. | ITEM DESCRIPTION | UNIT | QUANTITY | UNIT PRICE | TOTAL COST |
|------------------------------|------------------|------|----------|--|------------|
| ADDITIONAL QUANTITIES | | | | | |
| | N/A | | | \$ - | \$ - |
| | | | | SUBTOTAL SUPPLEMENTAL QUANTITIES: | \$ - |
| SUPPLEMENTAL ITEMS | | | | | |
| | N/A | | | \$ - | \$ - |
| | | | | SUBTOTAL ADDITIONAL ITEMS: | \$ - |
| REDUCED QUANTITIES | | | | | |
| | N/A | | | \$ - | \$ - |
| | | | | SUBTOTAL REDUCED QUANTITIES: | \$ - |

TOTAL COST OF THIS MODIFICATION: \$0.00

The contract time is hereby: *increased* *decreased* or remains the same by 75 calendar days
 as a result of this modification. Revised Completion Date: Thursday, July 27, 2023

The foregoing modification is hereby accepted:



CONTRACTOR

OWNER

(NJPE SEAL)



BY: Ryan M. Arold
 AROLD CONSTRUCTION
 COMPANY, INC.

BY: _____
 BOROUGH OF WENONAH

BY: ROBERT E. WELLS, PE
 SUBURBAN CONSULTING
 ENGINEERS, INC.

DATE: 4/24/2023

DATE: _____

DATE: 04/24/2023

APPROVAL:

STATE OF NEW JERSEY

DATE

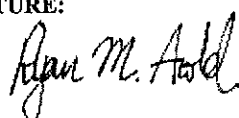
CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

| | | | |
|--|--------------------------------------|--|----------------------------------|
| 9. ISSUING OFFICE 2022 SANITARY SEWER MAIN REHABILITATION | 10. PROJECT NO. S340531-01 | 11. CONTRACT NO. SCE-11851.011 | 12. MODIFICATION NO. 1 |
|--|--------------------------------------|--|----------------------------------|


13. CONTRACTOR'S PROPOSAL - CHANGE IN CONTRACT PRICE
 (Detailed breakdown, attach additional sheets as necessary)

(Proposed)
 See Attached

| | | |
|-----------------------------|-----------------------------|--|
| NET INCREASE \$ - | NET DECREASE \$ - | CALENDAR DAYS INCREASE 75 DAYS |
|-----------------------------|-----------------------------|--|

| | | |
|-------------------------|--|--|
| DATE: 4/24/24 | TYPE NAME AND TITLE: Ryan M. Arold, Vice President | SIGNATURE:  |
|-------------------------|--|--|

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

| | | |
|--|--|--|
| 14. ISSUING OFFICE AND PROJECT NO. 2022 SANITARY SEWER MAIN REHABILITATION S340531-01 | 15. CONTRACT NO. SCE-11851.011 | 16. MODIFICATION NO. 1 |
| 17. ORIGINAL CONTRACT BID PRICE | | \$ 821,205.00 |
| TOTAL OF PREVIOUS CHANGE ORDERS | | \$ - |
| TOTAL AMOUNT OF THIS CHANGE ORDER | | \$ - |
| TOTAL CONTRACT COST INCLUDING ALL CHANGE ORDERS | | \$ 821,205.00 |
| 18. NECESSITY FOR CHANGE AND REASON FOR OMISSION FROM PLANS AND SPECIFICATIONS This change order is necessary to accommodate additional time needed to prepare the SED Utilization plan. | | |
| 19. OTHER IMPACTS RESULTANT OF THIS CHANGE: No other impacts are anticipated as a result of this change. | | |
| 20. RESUME OF NEGOTIATIONS OR RECOMMENDATIONS (Loanee's Representative) This contract modification is recommended for approval comprising of a 75 day extension in contract durations. | | |
| DATE: 04/24/2023 | TYPE NAME AND TITLE OF LOANEES REPRESENTATIVE: ROBERT E. WELLS, PE TECHNICAL MANAGER | SIGNATURE:  |

AROLD 51 POWDER MILL BRIDGE RD. KINGSTON, NY 12401
(845) 336-8753 PHONE (845) 336-8245 FAX
www.aroldconstruction.com
CONSTRUCTION COMPANY, INC.

A CERTIFIED WBE & DBE CONTRACTOR

April 14th, 2023

Mr. Randolph Roof, EIT
Suburban Consulting Engineers Inc
96 US Highway 206 Suite 101
Flanders, NJ 07836

RE: Extension of Time – Wenonah NJ 2022 Sanitary Sewer Main Rehabilitation

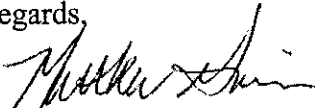
Mr. Roof,

Arold Construction is requesting a (75) day extension of time for the above-mentioned project. Multiple conference calls have been performed with Suburban Consulting Engineers and the NJDEP to help expedite the SED utilization plan. More time is required to reach out to subcontractors and vendors for the utilization plan for this specialty project.

Arold Construction will be available to provide a revised and detailed schedule of all scopes of work once the utilization plan is completed and approved.

Thank you for your consideration.

Regards,



Matthew J Gardiner
Senior Project Manager – Trenchless Division



RESOLUTION 2023-57

MAYOR'S PROCLAMATION

WHEREAS, across New Jersey, the conditions in which we live, work, and age in combination with wellness, particularly rising obesity rates and decreasing physical activity, impacts our overall health; and

WHEREAS, the New Jersey Health Care Quality Institute's Mayors Wellness Campaign, in partnership with the New Jersey League of Municipalities, recognizes that Mayors and other local leaders can be effective champions of community health and wellness; and

WHEREAS the goal of the Mayors Wellness Campaign is to improve the health and wellness of New Jersey communities; and

WHEREAS the Mayors Wellness Campaign provides communities with technical assistance, evidence-based resources, and other support to implement community health and wellness improvement initiatives; and

WHEREAS [Municipality] cares deeply about all of its residents and the future health and wellness of its community members; and

WHEREAS the Mayors Wellness Campaign will work to implement a comprehensive program to create and sustain local activities to improve wellness in the Borough of Wenonah; and

NOW THEREFORE BE IT RESOLVED that I, Mayor Jessica Doheny, ask that all residents of this community join me in supporting and actively engaging in our local Mayors Wellness Campaign; and

BE IT FURTHER RESOLVED that The Borough Council Supports and endorses and agrees with the Mayor's Wellness Campaign and encourages the residents of the Borough of Wenonah to participate in Mayors Wellness Campaign activities as we work towards living healthier lives and improving the health and wellness of our community.

Signature of Mayor

[Insert Official Seal]

RESOLUTION 2023-57 of the Borough of Wenonah, New Jersey

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

RESOLUTION # 2023-58

**APPROVING THE CONTRACT FOR SERVICES WITH THE LOW-INCOME
HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP) NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS AND THE BOROUGH OF WENONAH**

WHEREAS, on April 5, 2023, Governor Murphy signed legislation requiring local vendors that directly bill residential customers for water and/or sewer to participate in the Low-Income Household Water Assistance Program (LIHWAP) and the Winter Termination Program, both of which are administered by the Department of Community Affairs (DCA); and

WHEREAS, the Borough of Wenonah desires to contract with the LIHWAP NJ Department of Community Affairs; and

WHEREAS, the respective parties each determined that it will be economical, efficient and otherwise advantageous to them and the residents and taxpayers of the Municipality to enter into a Contract for Services (the "Contract") for these services; and

WHEREAS, the Borough of Wenonah would like to approve the Contract with the NJ Department of Community Affairs to furnish the services as outlined in the Contract (attached hereto as Exhibit "A"), as well as any additional acts necessary to fully authorize the Contract.

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

1. The Mayor and Clerk are hereby authorized and directed to execute the attached Contract LIHWAP NJ Department of Community Affairs for services in accordance with the terms and provisions set forth.
2. A copy of the Contract shall be filed with the Borough Clerk and shall be open for public inspection at the Borough Municipal Building upon adoption of this Resolution.
3. The Contract shall take effect on _____, 2023.
4. A copy of the Contract shall be sent to the New Jersey Department of Community Affairs, Division of Housing and Community Resources.
5. This Resolution shall take effect immediately upon adoption according to law.

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on April 27, 2023.

BOROUGH OF WENONAH

Jessica S. Doheny, 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 April 27, 2023, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

KAREN L. SWEENEY
Municipal Clerk



New Jersey Department of Community Affairs
Division of Housing and Community Resources



Low Income Household Water Assistance Program (LIHWAP)
101 South Broad Street
Trenton, NJ 08625
LIHWAP@dca.nj.gov

CONTRACT FOR SERVICES
BETWEEN Low Income Household Water Assistance Program (LIHWAP)
NJ DEPARTMENT OF COMMUNITY AFFAIRS
AND
THE BOROUGH OF WENONAH

This Vendor Contract is entered into by and between the State of New Jersey, Department of Community Affairs, Division of Housing and Community Resources under the following terms:

1. Definitions

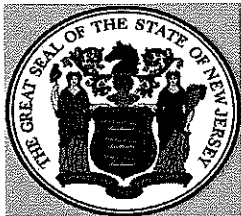
- a) Department means the New Jersey Department of Community Affairs.
- b) Division means the Division of Housing and Community Resources.
- c) LIHWAP means the Low-Income Household Water Assistance Program.
- d) LIHWAP payment includes home drinking water and wastewater benefits.
- e) Vendor means any private or public entity in the business of supplying water and/or wastewater related services to customers.
- f) LIHEAP means the Low-Income Home Energy Assistance Program.

2. The Division agrees to the following:

- a) To provide funds for LIHWAP.
- b) To assign a vendor number/business code to each Vendor after the contract is signed.
- c) To issue to a Vendor a single check or Automated Clearing House (ACH) payment that includes benefits for all LIHWAP eligible households. A payment register shall precede the check or ACH deposit. The register includes the name of the LIHWAP applicant, the account name and number, the amount(s) to be applied to each customer, and the address and county of residence of the applicant.

3. The Vendor agrees to the following:

- a) To provide water and/or wastewater services to each eligible residential household in an amount equal to the LIHWAP payment received in the current program year.
- b) To charge LIHWAP eligible households using the Vendor's normal billing process.
- c) To charge all LIHWAP eligible households the price normally charged for home drinking water and/or wastewater supplied to non-eligible households.
- d) Not to discriminate against a LIHWAP eligible household with respect to terms, deferred payment plans, credit, conditions of sale or discounts offered to other customers.
- e) To provide to the Division, upon request, with written reconciliation and confirmation that benefits have been credited appropriately to households and their services have been restored, if terminated, on a timely basis or disconnection status has been removed, if applicable.
- f) To apply LIHWAP payments identified in the payment schedule as directed by the Agency and/or Division.
- g) To post all payments to customer accounts within 3-5 business days upon receipt of payment register.
- h) To clearly enter on LIHWAP households' bill the amount of LIHWAP payment(s) received in a manner which identifies the payment as received from the New Jersey Low Income Household Water Assistance Program or LIHWAP.
- i) To restore water services upon receiving LIHWAP payment, whether or not the payment resolved the arrears in its entirety, and to maintain services for at least 180 days. For those customers whose LIHWAP payment did not resolve the arrears in its entirety, the vendor shall immediately enter into a Deferred Payment Agreement (DPA) for the remaining arrears.
- j) Not to charge late fees, interest and penalty charges on outstanding amounts not covered by LIHWAP benefits.
- k) To provide monthly statements to LIHWAP households clearly indicating the cost of home drinking water and/or wastewater services provided.
- l) To send all refunds in compliance with LIHWAP Vendor refund policies no later than September 30, 2022.



- m) To comply with LIHWAP Vendor refund policies, maintain supporting fiscal records for five years, or such longer period as may be required pursuant to law, and provide records to Division representatives upon request.
- n) To fully cooperate with the Division's monitoring practices, including but not limited to, providing requested documentation within set time frames, as well as communicating with Division staff.
- o) To provide at no cost to the Department, Division, or its Agencies and the customer, written information on an applicant household's home drinking water and/or wastewater costs, arrearage history for no more than the previous 12 monthly billing periods.
- p) To comply with all New Jersey laws, regulation, or other requirements pertaining to the supply of home drinking water and/or wastewater services for residential use. In the event of any dispute between the Department, Division or its Agencies and the Vendor, New Jersey law shall govern and the venue for any legal action arising out of this contract shall be At the Department of Community Affairs, Division of Housing and Community Resources, 101 South Broad Street, Trenton, New Jersey.
- q) To provide, within a timely manner and at no cost to the Department, Division or its Agencies, information on household water and/or wastewater costs and usage for participants of LIHWAP at the Department's request for purposes of research, evaluation, and analysis.
- r) To report to the Department, Division or its Agencies situations that threaten life, health, or safety.
- s) To cooperate with the Department, Division and/or its Agencies in developing procedures to respond to immediate and potential emergencies, which includes the provision of household water and/or wastewater services based on the documented promise to pay using LIHWAP funds.
- t) To cooperate with the Agency in providing home drinking water and/or wastewater services to eligible households.
- u) To provide in writing to the Department, Division or its Agencies with business practice and contact information and to notify the Division of any changes.
- v) To comply with the terms of this contract for customers who have LIHWAP payments transferred from another Vendor.
- w) To notify the Department, Division, or its Agencies of mergers and/or acquisitions. Mergers and/or acquisitions may affect the company's policies and service areas. Submission of a new vendor contract may be required within ten business days, reflecting such policy and service area changes.
- x) To hold the Division harmless and to indemnify the Division, the Department, its Agencies, officers and employees against any and all claims, suits, actions, liabilities and costs of any kind, including attorney's fees, for personal injury or damage to property arising from the acts or omissions of Vendor, or its agents, office, employees or subcontractor. Notwithstanding anything else herein to the contrary, in no event will either party be liable to the other for any incidental, indirect, special, consequential, punitive damages, or lost profits.

4. Length of Contract

- a) This contract is in effect from the date it is executed until terminated as described in the 'Termination' section.

5. Termination

- a) This contract will terminate effective immediately at the discretion of the Department, Division or its Agencies, upon determination that the Vendor is not in compliance with the terms of this contract. The Vendor will be notified in writing within ten business days of termination.

6. Entire Contract

- a) It is understood and agreed that the entire contract between the parties is contained in this Vendor Contract.
- b) This contract supersedes all previous commitments, promises, representations, either oral or written, between the parties relating to the subject matter hereof.
- c) The person signing this contract, on behalf of the Vendor, certifies and attests that they have full and complete authority to bind the Vendor, on whose behalf they are executing this document.

- 7. Each local authority or municipal utility shall enter into a vendor contract with the department and participate in the program, as required under the vendor contract. Notwithstanding any provision of law or regulation to the contrary, and to the extent permitted under federal law, the vendor contract shall not prohibit a local authority or municipal utility from undertaking any of the following actions after September 30, 2023:

- (1) assessing interest on the unpaid balance of the water or wastewater service charges of any qualifying customer.



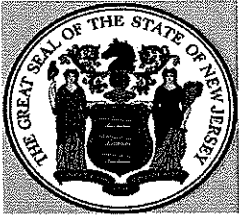
- (2) discontinuing the water or wastewater service of any qualifying customer for non-payment, except in the case of a qualifying customer who is enrolled in a deferred payment agreement with the local authority or municipal utility and complies with all requirements of the agreement; or
- (3) placing, selling, or enforcing a lien on real property for the unpaid balance of the water or wastewater service charges of any qualifying customer.

By typing my name in the provided field, I indicate that I am the person named, and this entry is the legal equivalent of a manual/handwritten signature. I further understand that I may print the document and sign by hand.

| | |
|-----------------------------|-------------------|
| | |
| Vendor Signature | Date (mm/dd/yyyy) |
| | |
| New Jersey LIHWAP Signature | Date (mm/dd/yyyy) |

Low Income Household Water Assistance Program (LIHWAP) Vendor Refund Policy

1. Credit Balances - If no change occurs in the residence of the LIHWAP recipient and the recipient retains the same supplier with an active account, the credit balance of LIHWAP funds remains with the Vendor until exhausted.
2. Unclaimed Credit Balances - In the event there is a balance of LIHWAP funds remaining on an account AND the account becomes inactive, AND the Vendor is unable to locate the customer, the balance of the funds is to be returned, by check, to the Division by the end of each program year (September 30). The returned check shall include all information listed in item number seven of this Refund Policy.
3. Move Within State and Change of Water and/or Wastewater Services Provider - If the LIHWAP recipient changes water and/or wastewater services providers or moves to another residence within the state and has a relationship with a new provider, the Vendor holding the credit balance of the LIHWAP payment(s) must transfer the balance to the new water and/or wastewater services provider (Vendor) or new account.
4. Move and No Relationship with Vendor - When a LIHWAP recipient moves his or her household and as a result the recipient has no direct relationship with a Vendor, any credit balance of LIHWAP payments is to be returned by check to the Division with the information listed in number seven of this Refund Policy.
5. Move Out of State - When a LIHWAP recipient moves out of New Jersey, any credit balance of LIHWAP payments shall be returned by check to the Division with the information listed in number seven of this Refund Policy.
6. Deceased Recipient - In the event a credit balance remains, and the account is closed, the credit balance will be refunded to the program no later than the end of the program year (September 30). Submit a check to the Division with the information listed in number seven of this Refund Policy.



7. Return Address for Refunds to the State of New Jersey - Mail refunds to:

NJ Department of Community Affairs
Division of Housing and Community Resources
Low-Income Household Water Assistance Program
ATTN: LIHWAP REFUND
101 South Broad Street (5th Floor)
Trenton, NJ 08625-0811

Refunds must include the following information: Customer name, Customer address, Date of LIHWAP payment to Vendor, Reason for the return.

8. Vendor Payments – All LIHWAP payments made to a Vendor shall be applied to current water and/or wastewater services costs. LIHWAP payments that exceed current costs shall be applied as credit to the customers' account. Credit balances shall be handled in accordance with the policies of this contract. Any balance remaining shall be credited to the customers' account.
9. Incorrect Payments – All Vendors are required to review the weekly payment register for accuracy of LIHWAP payments. In the event a payment is made in error, the Vendor shall contact the Division's Help Desk at LIHWAP@dca.nj.gov. Contact must occur within 30 days to correct the error. If payments are made in error, any corrections needed will be determined by the Division.

2023 Personnel Committee – April report

Members: Susan Mayer, Chair; Dan Cox, Jeanne Grigri

Initial Goals for 2023:

- Swim season staff:
 - revise job descriptions and offer letter format.
 - increase ownership of the overall program by managers
 - Clarify roles of office staff vs. managers
- Office staff
 - Support training and role clarification as needed.
 - Work with Administrator and Public Works Superintendent to consider adjustments to roles to allow for growth of newer staff, when appropriate
 - Support development of communication strategy and how staff roles change (temporary or long-term) to deliver on the strategy.
 - Explore customer-facing guidance and best practices.

| | Plan | Accomplishments |
|----|--|--|
| Q1 | Swim season job descriptions and offer letter format. Swim season hires – support as needed. Check-in with Administrator and Public Works Superintendent | January: Revised Manager job descriptions and posted. Revised offer letter format and used for Managers. February: Hired Catherine Lombardo and Mike Mix as managers; Continue to work with Catherine (staffing manager) on hiring process. March: Working with Catherine on staffing. |
| Q2 | Swim season staff role refinement Clarify roles of office and swim season managers Check-in with Administrator and Public Works Superintendent | April: Hiring letter revised for swim season staff; Office staff continues to work through new processes particularly for swim season. |
| Q3 | Review office staff roles for clarity and opportunity Discuss Public Works training and growth plans | |
| Q4 | Debrief on swim season staffing and what to change/keep for next year. Create plans for office staff and Public Works staff as needed (2024 and beyond) | |

2023 Lake Park Renovation Committee – April report

1. Chairs: Jonathan Barbato and Susan Mayer
2. Community Advisory Members:
 - WLA: Mellany Alio, Kristen Howard, Alex Pozza
 - Environmental Commission: Dave Coates
 - Swimming Program Staff: Mike Mix
3. Professional and staff members: Dave Kreck, Brian Nicholson, Karen Sweeney

Goals for 2023:

- Grants and funding:
 - Identify and submit for State, County or other public funding.
 - Consider ways for independent and volunteer group fundraising to meet overall renovation plans.
- Mission, goals, and engagement
 - With Advisory Members, develop a mission statement and guiding principles for the lake park and the renovation.
 - Create a high-level timeline to understand the overall scope of the project.
 - Develop a communication plan to inform both residents and swim season members of both fundraising opportunities and timing of renovations.

| | Plan (see 1,2,3 members above) | Accomplishments |
|----|---|--|
| Q1 | Organize materials and submit for the 2023 grant (1,3) Convene advisory members, starting in February, to finalize mission and high-level goals for renovation (1,2) | <p>January:</p> <ul style="list-style-type: none"> • Created mission, vision, and guiding principles; created timeline for overall project. • Identified County CARES Act grant due 1/31 which would be a better fit than the State program for the ADA improvements. • Will submit for County grant but not the State grant since the State grant would be for playground equipment and we won't have a Master Plan until Q2 • Shared an update at the January WLA meeting. <p>February:</p> <ul style="list-style-type: none"> • Dave Kreck led the effort to submit the 1/27 County grant submission. Awaiting decision which may happen as early as the end of February. (No decision as of 2/19) • Dave has secured the services of a Planner. See the separate planned timeline for more information on anticipated schedule. • Set the 4th Wednesday of each month as the meeting date for this committee. • The Environmental Commission representative on this committee switched from Julia Horn to Dave Coates. • Plan for the February meeting is to agree on the guiding principles and create a priority list for the Planner. <p>March: Guiding Principles and priority list were created after a brainstorming session at the February meeting. Information was shared with Terry Coombs, the planner from Dave's office. Terry toured the property twice and met with Brian to better understand the mitigation in place for the high water on the property. Plan is for Terry to share a draft Master Plan at the March Committee meeting.</p> |
| Q2 | Create an action plan based on grant funding (1,3) | April: Reviewed the draft Master Plan with the Advisory members at the March meeting. General consensus was that the plan reflected the guiding principles and community interests. One additional question was taken back to Terry asking if a double pickleball court would fit. That option will be reviewed with the committee at the April meeting. The ADA |

| | | |
|----|--|--|
| | <p>DELAYED: Develop a Master Plan (1,2,3)</p> | <p>grant may require an additional step of either conducting a bat study or delaying construction until September. For now the Advisory members of the committee will hold off on any further discussions while the professional and staff members work through the details of the ADA grant. The overall timeline is being revised to delay engaging the public beyond general communication.</p> |
| Q3 | <p>Implement ADA improvements, Revise project plan (1,3)</p> | |
| Q4 | <p>Identify and prepare for 2024 funding.</p> | |

Public Works Monthly Report

Submitted by **Brian Nicholson**, DPW Superintendent
For the month April
2023

Road and Utility Maintenance and Compliance Testing

| | Jan | Feb | Mar | Apr | May | Jun | July | Aug | Sept | Oct | Nov | Dec | Total |
|----------------------------|-----|-----|-----|-----|-----|-----|------|-----|------|-----|-----|-----|-------|
| Meters installed | | 9 | 15 | 11 | | | | | | | | | |
| Utility Mark Out | 55 | 33 | 40 | 38 | | | | | | | | | |
| Water samples For NJDEP | 4 | 4 | 4 | 4 | | | | | | | | | |

Safety and training

- 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

Road works

- Many potholes throughout the borough were filled/ patched.

Other activities

Municipal Properties/ Maintenance/Compliance

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

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 | | | | | | | | | | | | | |
| Yard waste | 20 | <u>40</u> | 40 | 40 | | | | | | | | | |
| Branches chipped- cu yds | | | | <u>20</u> | | | | | | | | | |

Residential Recycling

| | Jan | Feb | Mar | Apr | May | Jun | July | Aug | Sept | Oct | Nov | Dec | Total |
|-----------------|-----|-----|-----|-----|-----|-----|------|-----|------|-----|-----|-----|-------|
| # Metal stops | 61 | 29 | 38 | 55 | | | | | | | | | |
| # e-waste stops | 35 | 25 | 29 | 27 | | | | | | | | | |

- Indicates combines metal and e-waste

Public Works Monthly report for April 2023

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 currently updating our lead service line inventory and submitted a Lead service line replacement plan. I am happy to report that after preliminary evaluations of approximately 600 of our 840 service lines no lead lines were found, and galvanized lines are not as prevalent as I thought.

New meter installation is complete with Lenegan. We will be finishing this project in house with less than 30 meters that will be installed by public works.

Sewer rehab project started on March 13th with the contractor cleaning and videoing the pipes that will be lined. The project has been delayed due to the DEP requirement of a W/MBE requirement. Arold is a Woman owned business but this does not meet DEPs requirement for subcontractors. It looks like the requirement will be met to DEPs satisfaction as of last week. 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.

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. I have been able to secure a 3yard dump truck but will probably not see delivery until the end of the year. A new pickup has been very hard to secure and may have to wait till 2024.

The department has been involved with a PEOSH safety program and have had 5 sight visits by PEOSH. Since we volunteered for this program, we can not have surprise inspections or be fined as long as we participate in the program.

To: Mayor Doheny and Council

From: Tim Nessler, Fire Chief

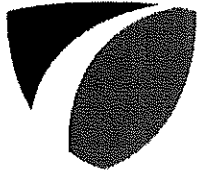
Subject: Incident and Activities Report for March 2023

Date: April 4, 2023

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

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|---------------------|------|-------|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| # Service times | 12 | 13 | 12 | | | | | | | | | | |
| Alarm Systems | 2 | 1 | 3 | | | | | | | | | | |
| Animal Rescue | | | | | | | | | | | | | |
| Assist EMS | | 1 | | | | | | | | | | | |
| Brush | | | | | | | | | | | | | |
| Building Fire | | | | | | | | | | | | | |
| CO Alarms | 2 | | | | | | | | | | | | |
| Cover Assignment | 1 | | | | | | | | | | | | |
| Dwelling Fire | 1 | 1 | | | | | | | | | | | |
| Exterior Fumes | | 2 | 2 | | | | | | | | | | |
| Incorrect Dispatch | | | 1 | | | | | | | | | | |
| Interior Fumes | | 2 | 1 | | | | | | | | | | |
| Investigation | | | | | | | | | | | | | |
| Motor Vehicle Crash | 2 | | 1 | | | | | | | | | | |
| Rescue/HAZMAT | | | | | | | | | | | | | |
| Rapid Intervention | | | | | | | | | | | | | |
| Rubbish Fire | | | | | | | | | | | | | |
| Service Assignment | | 1 | | | | | | | | | | | |
| Structure Fire | | | | | | | | | | | | | |
| Vehicle Fire | | 1 | | | | | | | | | | | |
| Meetings/Drills | 4 | 4 | 4 | | | | | | | | | | |
| Events | | | | | | | | | | | | | |
| Staff Hours | 93.1 | 83.97 | 86.24 | | | | | | | | | | |

Tim Nessler, Fire Chief



Start: 2023-02-14
End: 2023-03-15
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

| Time | 1 to 5 | 6 to 10 | 11 to 15 | 16 to 20 | 21 to 25 | 26 to 30 | 31 to 35 | 36 to 40 | 41 to 45 | 46 to 50 | 51 to 55 | 56 to 60 | 61 to 65 | 66 to 70 | 71 to 75 | 76 to 80 | 81 to 85 | 86 to 90 | 91 to 95 | 96 to 100 | 101 to 150 | Avg Speed | Total |
|-------|--------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|------------|-----------|--------|
| 0:00 | 0 | 14 | 24 | 20 | 61 | 198 | 231 | 116 | 31 | 9 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.7 | 706 |
| 1:00 | 0 | 4 | 8 | 14 | 26 | 122 | 197 | 108 | 25 | 5 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.4 | 513 |
| 2:00 | 0 | 1 | 16 | 9 | 24 | 75 | 106 | 57 | 28 | 6 | 3 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.1 | 327 |
| 3:00 | 0 | 3 | 4 | 2 | 18 | 97 | 133 | 68 | 24 | 6 | 3 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.9 | 360 |
| 4:00 | 0 | 2 | 5 | 5 | 30 | 118 | 192 | 95 | 19 | 10 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.5 | 479 |
| 5:00 | 0 | 2 | 26 | 29 | 71 | 320 | 442 | 240 | 70 | 10 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.1 | 1212 |
| 6:00 | 0 | 6 | 35 | 33 | 120 | 605 | 1061 | 572 | 147 | 32 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.7 | 2617 |
| 7:00 | 0 | 40 | 151 | 148 | 315 | 1375 | 1703 | 593 | 124 | 10 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.4 | 4461 |
| 8:00 | 0 | 63 | 341 | 277 | 574 | 1772 | 1776 | 590 | 94 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28.8 | 5502 |
| 9:00 | 0 | 38 | 212 | 207 | 532 | 1989 | 1957 | 627 | 111 | 15 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.7 | 5692 |
| 10:00 | 0 | 51 | 237 | 232 | 689 | 2260 | 1896 | 659 | 105 | 6 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.2 | 6136 |
| 11:00 | 0 | 45 | 231 | 195 | 650 | 2371 | 2036 | 605 | 94 | 18 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.4 | 6249 |
| 12:00 | 0 | 55 | 307 | 267 | 655 | 2389 | 2245 | 661 | 89 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.1 | 6683 |
| 13:00 | 0 | 56 | 298 | 280 | 728 | 2488 | 2406 | 700 | 130 | 12 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.3 | 7099 |
| 14:00 | 0 | 56 | 304 | 279 | 730 | 2605 | 2444 | 772 | 148 | 20 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.4 | 7359 |
| 15:00 | 0 | 70 | 352 | 326 | 733 | 2703 | 2663 | 789 | 143 | 22 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.3 | 7802 |
| 16:00 | 0 | 47 | 303 | 262 | 691 | 2652 | 2553 | 798 | 131 | 19 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 29.5 | 7457 |
| 17:00 | 0 | 62 | 280 | 228 | 630 | 2593 | 2598 | 811 | 162 | 25 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.8 | 7391 |
| 18:00 | 0 | 51 | 258 | 257 | 690 | 2455 | 2160 | 633 | 115 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.2 | 6634 |
| 19:00 | 0 | 38 | 201 | 178 | 648 | 2122 | 1676 | 511 | 92 | 11 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.1 | 5478 |
| 20:00 | 0 | 31 | 133 | 113 | 423 | 1539 | 1511 | 492 | 76 | 15 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.9 | 4337 |
| 21:00 | 0 | 26 | 143 | 86 | 281 | 1062 | 1144 | 398 | 77 | 20 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29.9 | 3240 |
| 22:00 | 0 | 21 | 104 | 56 | 154 | 647 | 722 | 247 | 63 | 13 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.0 | 2030 |
| 23:00 | 0 | 14 | 74 | 37 | 100 | 438 | 483 | 200 | 51 | 8 | 3 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.3 | 1410 |
| Total | 0 | 796 | 4047 | 3540 | 9573 | 34995 | 34337 | 11942 | 2149 | 337 | 38 | 15 | 4 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 29.6 | 101174 |



Start: 2023-02-14

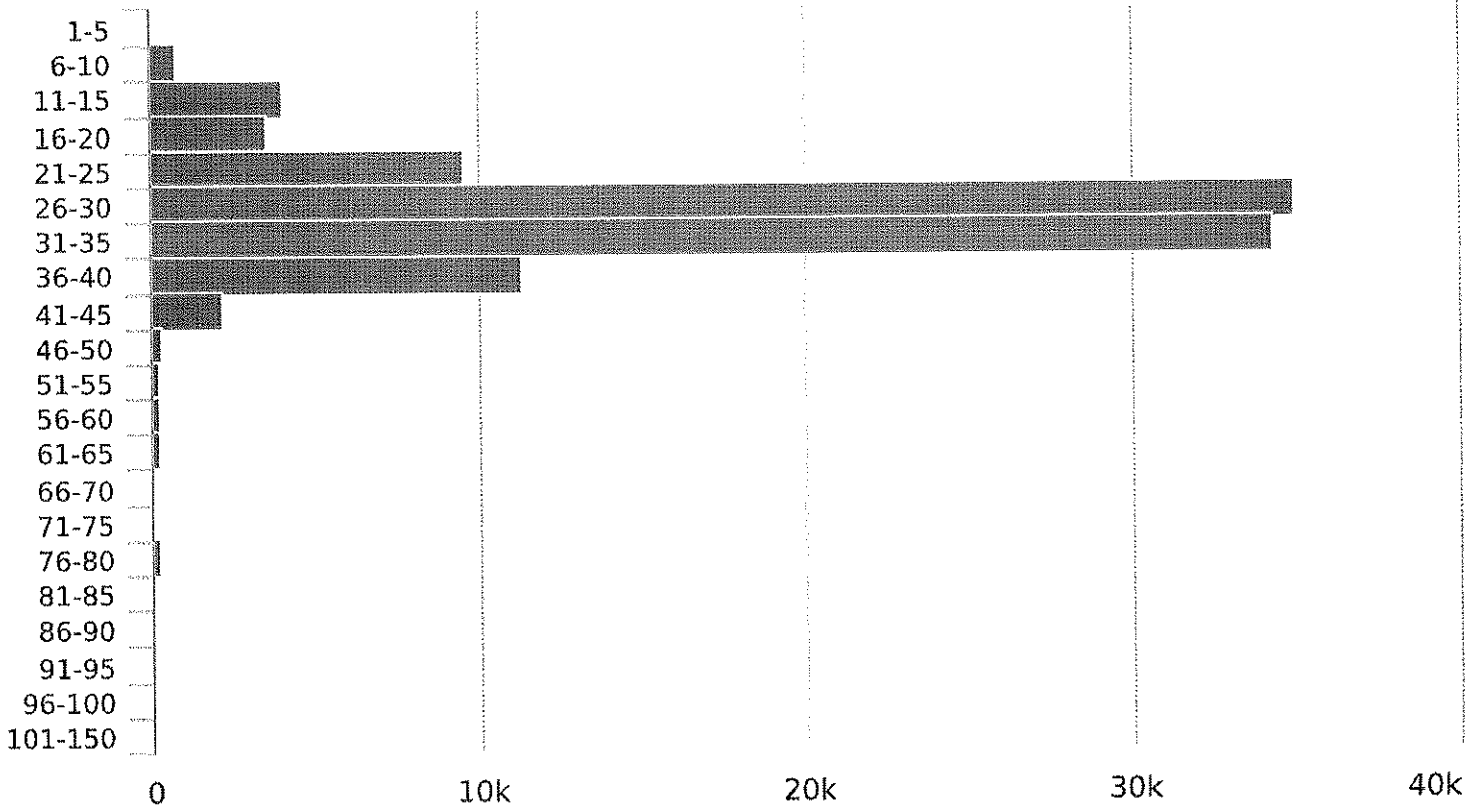
End: 2023-03-15

Times: 0:00-23:59

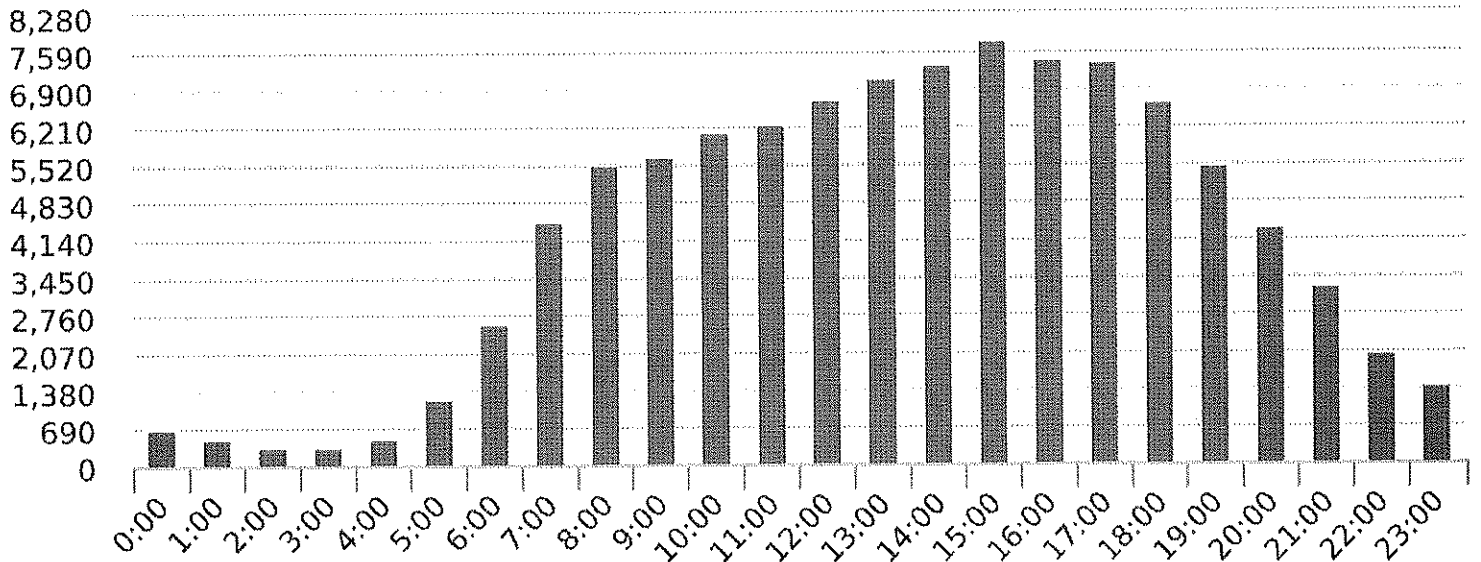
Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-02-14

End: 2023-03-15

Times: 0:00-23:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 28

Speed Limit: 35

Average Speed: 29.61

50th Percentile Speed: 30.16

85th Percentile Speed: 35.02

Pace Speed Range: 26-36

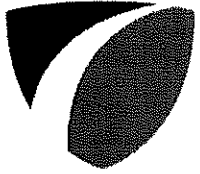
Minimum Speed: 10

Maximum Speed: 79

Display Mode: Unknown

Average Volume per Day: 3613.4

Total Volume: 101174



Start: 2023-03-17

End: 2023-04-17

Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

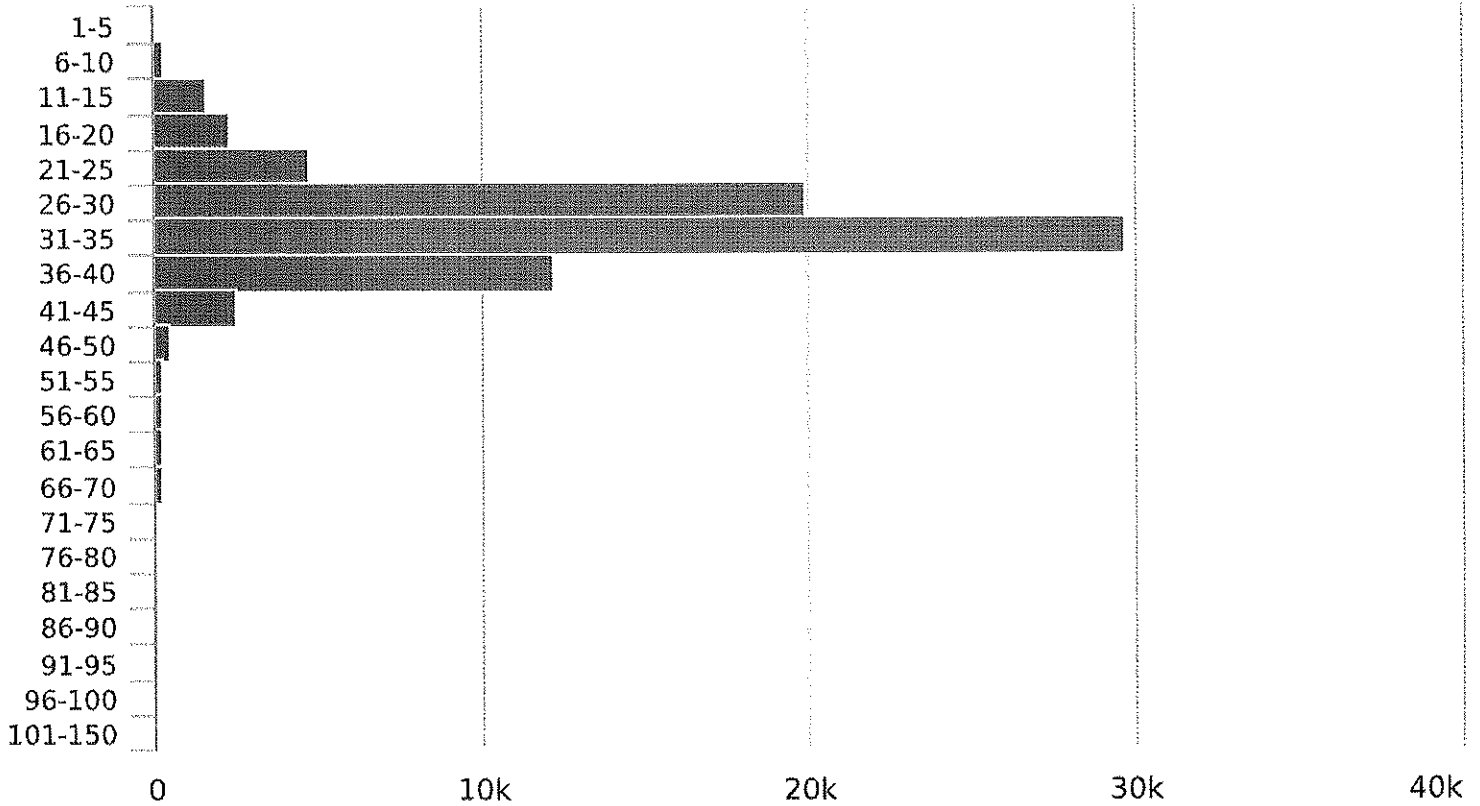
| Time | 1 to 5 | 6 to 10 | 11 to 15 | 16 to 20 | 21 to 25 | 26 to 30 | 31 to 35 | 36 to 40 | 41 to 45 | 46 to 50 | 51 to 55 | 56 to 60 | 61 to 65 | 66 to 70 | 71 to 75 | 76 to 80 | 81 to 85 | 86 to 90 | 91 to 95 | 96 to 100 | 101 to 150 | Avg Speed | Total |
|-------|--------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|------------|-----------|-------|
| 0:00 | 0 | 1 | 7 | 5 | 14 | 72 | 123 | 85 | 37 | 7 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33.6 | 353 |
| 1:00 | 0 | 4 | 4 | 2 | 11 | 33 | 67 | 55 | 12 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.8 | 191 |
| 2:00 | 0 | 0 | 2 | 6 | 6 | 36 | 38 | 27 | 15 | 6 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33.7 | 138 |
| 3:00 | 0 | 0 | 0 | 1 | 4 | 34 | 74 | 50 | 15 | 6 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34.9 | 186 |
| 4:00 | 0 | 0 | 0 | 5 | 6 | 28 | 43 | 32 | 13 | 5 | 5 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 35.2 | 141 |
| 5:00 | 0 | 2 | 17 | 10 | 28 | 180 | 331 | 177 | 81 | 21 | 13 | 4 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33.8 | 865 |
| 6:00 | 0 | 0 | 17 | 20 | 62 | 337 | 741 | 428 | 100 | 19 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33.4 | 1729 |
| 7:00 | 0 | 12 | 54 | 86 | 216 | 1009 | 1690 | 715 | 150 | 32 | 6 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.0 | 3971 |
| 8:00 | 0 | 16 | 85 | 110 | 225 | 1110 | 1781 | 777 | 176 | 29 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.8 | 4311 |
| 9:00 | 0 | 26 | 110 | 142 | 282 | 1237 | 1867 | 824 | 178 | 37 | 8 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.5 | 4713 |
| 10:00 | 0 | 27 | 110 | 150 | 340 | 1405 | 2008 | 826 | 162 | 21 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.2 | 5055 |
| 11:00 | 0 | 29 | 123 | 169 | 347 | 1363 | 1945 | 780 | 140 | 27 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.0 | 4928 |
| 12:00 | 0 | 30 | 130 | 175 | 342 | 1507 | 2191 | 863 | 153 | 19 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.0 | 5413 |
| 13:00 | 0 | 30 | 151 | 189 | 384 | 1538 | 2172 | 787 | 151 | 26 | 7 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.8 | 5438 |
| 14:00 | 0 | 19 | 121 | 165 | 353 | 1394 | 2062 | 834 | 142 | 28 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.0 | 5121 |
| 15:00 | 0 | 17 | 86 | 136 | 321 | 1389 | 2223 | 880 | 193 | 21 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.6 | 5272 |
| 16:00 | 0 | 22 | 106 | 184 | 357 | 1404 | 2265 | 901 | 174 | 25 | 8 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.4 | 5448 |
| 17:00 | 0 | 21 | 122 | 211 | 377 | 1579 | 2272 | 895 | 151 | 16 | 7 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.0 | 5652 |
| 18:00 | 0 | 25 | 100 | 173 | 332 | 1401 | 1919 | 717 | 118 | 27 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.9 | 4819 |
| 19:00 | 0 | 20 | 123 | 157 | 334 | 1118 | 1636 | 513 | 109 | 26 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.5 | 3944 |
| 20:00 | 0 | 17 | 46 | 107 | 216 | 627 | 1012 | 429 | 77 | 19 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30.8 | 2754 |
| 21:00 | 0 | 9 | 41 | 56 | 123 | 481 | 685 | 317 | 74 | 20 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.5 | 1810 |
| 22:00 | 0 | 6 | 15 | 30 | 79 | 288 | 443 | 195 | 46 | 10 | 5 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.9 | 1122 |
| 23:00 | 0 | 4 | 16 | 21 | 43 | 160 | 225 | 154 | 34 | 8 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 32.0 | 667 |
| Total | 0 | 337 | 1586 | 2310 | 4802 | 10930 | 29713 | 12261 | 2501 | 457 | 110 | 27 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31.3 | 74041 |



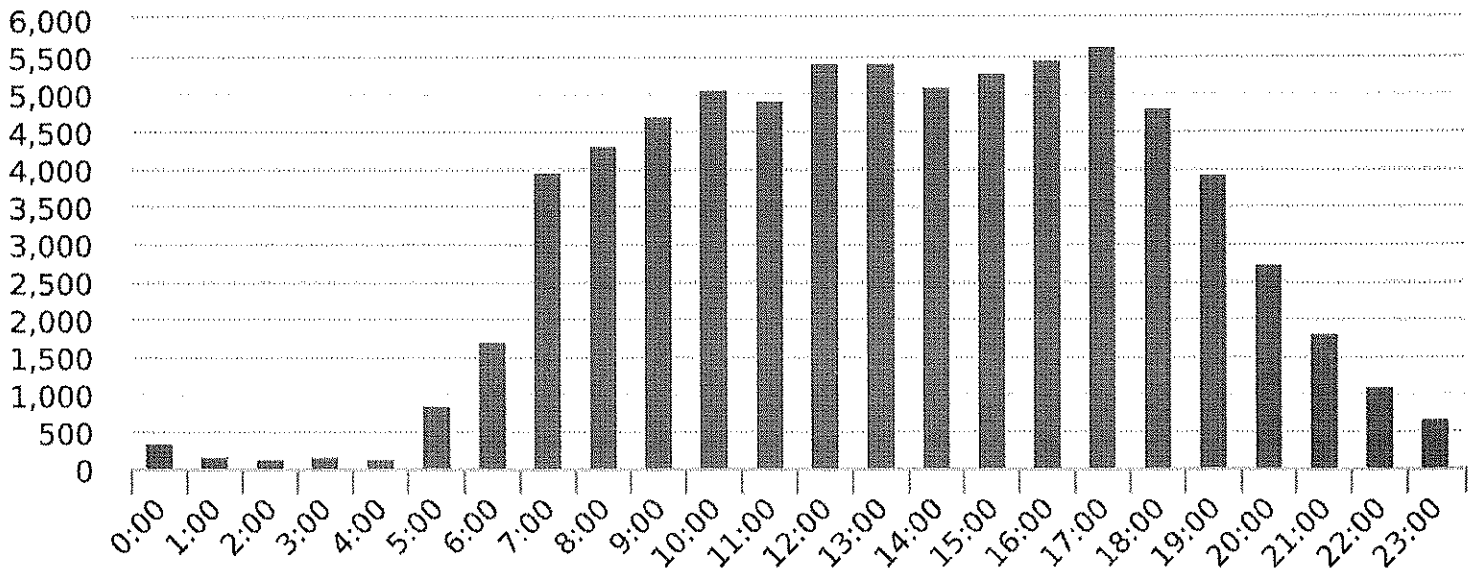
Start: 2023-03-17
End: 2023-04-17
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-03-17

End: 2023-04-17

Times: 0:00-23:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 32

Speed Limit: 35

Average Speed: 31.28

50th Percentile Speed: 31.71

85th Percentile Speed: 36.42

Pace Speed Range: 27-37

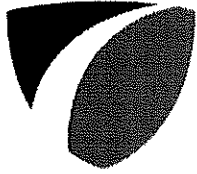
Minimum Speed: 10

Maximum Speed: 68

Display Mode: Unknown

Average Volume per Day: 2313.8

Total Volume: 74041



Start: 2023-03-15
End: 2023-04-17
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

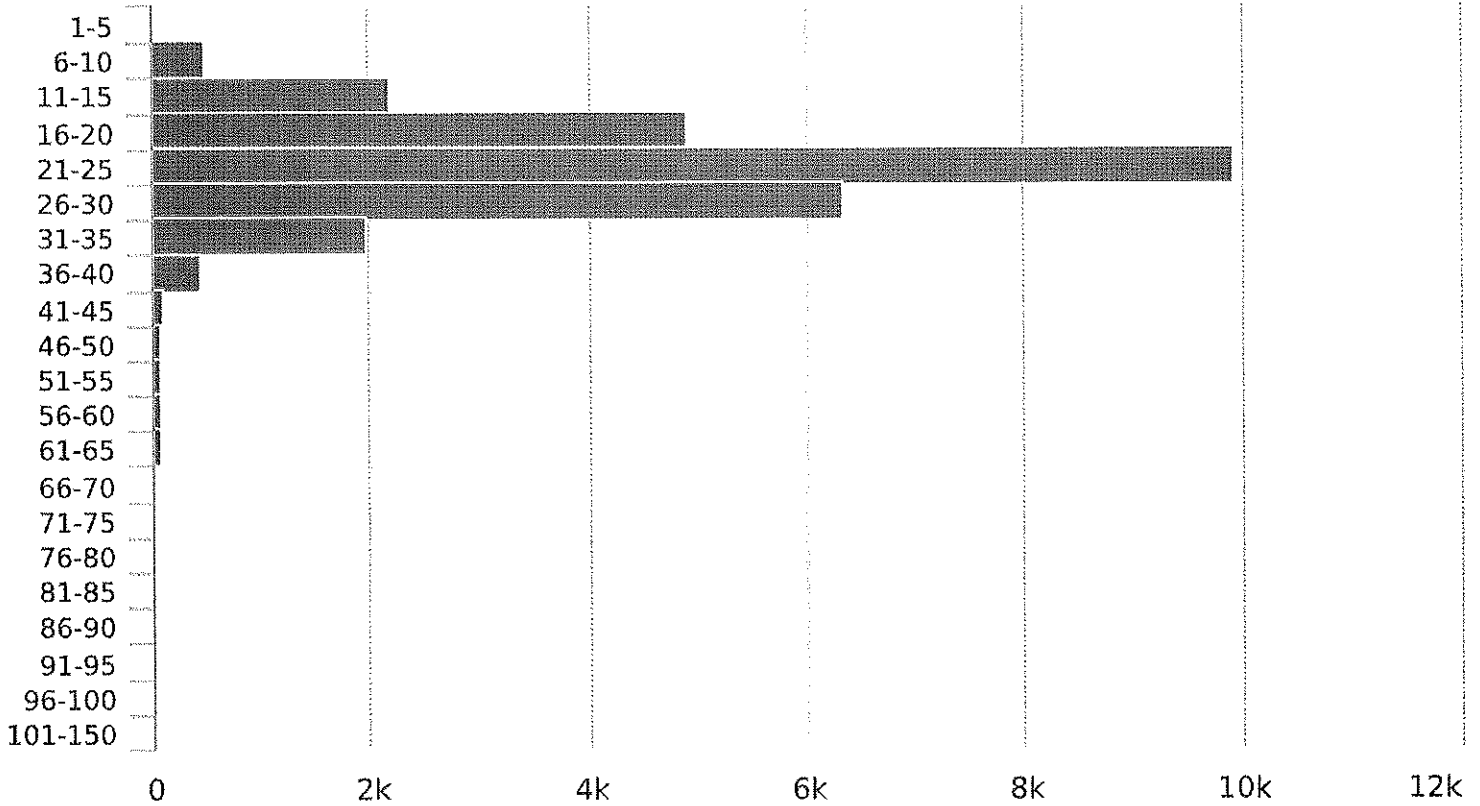
| Time | 1 to 5 | 6 to 10 | 11 to 15 | 16 to 20 | 21 to 25 | 26 to 30 | 31 to 35 | 36 to 40 | 41 to 45 | 46 to 50 | 51 to 55 | 56 to 60 | 61 to 65 | 66 to 70 | 71 to 75 | 76 to 80 | 81 to 85 | 86 to 90 | 91 to 95 | 96 to 100 | 101 to 150 | Avg Speed | Total |
|-------|--------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|------------|-----------|-------|
| 0:00 | 0 | 2 | 6 | 30 | 35 | 21 | 8 | 3 | 2 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24.0 | 109 |
| 1:00 | 0 | 4 | 12 | 21 | 20 | 21 | 3 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 21.8 | 84 |
| 2:00 | 0 | 4 | 3 | 5 | 18 | 12 | 11 | 4 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 25.8 | 59 |
| 3:00 | 0 | 0 | 1 | 5 | 21 | 10 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24.3 | 40 |
| 4:00 | 0 | 2 | 3 | 7 | 17 | 9 | 6 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24.7 | 48 |
| 5:00 | 0 | 3 | 16 | 53 | 77 | 71 | 35 | 16 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 25.0 | 274 |
| 6:00 | 0 | 5 | 47 | 118 | 325 | 230 | 80 | 16 | 7 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24.6 | 831 |
| 7:00 | 0 | 18 | 74 | 153 | 491 | 357 | 97 | 13 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24.0 | 1204 |
| 8:00 | 0 | 20 | 98 | 207 | 587 | 403 | 135 | 27 | 3 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24.0 | 1481 |
| 9:00 | 0 | 27 | 118 | 326 | 688 | 373 | 126 | 17 | 6 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.2 | 1583 |
| 10:00 | 0 | 30 | 110 | 331 | 701 | 368 | 103 | 25 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.2 | 1675 |
| 11:00 | 0 | 29 | 165 | 378 | 738 | 434 | 135 | 18 | 6 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22.9 | 1905 |
| 12:00 | 0 | 32 | 160 | 377 | 712 | 460 | 141 | 26 | 4 | 1 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.1 | 1916 |
| 13:00 | 0 | 32 | 189 | 386 | 617 | 501 | 163 | 37 | 9 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.3 | 2136 |
| 14:00 | 0 | 34 | 174 | 341 | 696 | 424 | 121 | 31 | 8 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.0 | 1831 |
| 15:00 | 0 | 53 | 165 | 368 | 740 | 524 | 163 | 35 | 7 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.3 | 2057 |
| 16:00 | 0 | 53 | 185 | 365 | 755 | 505 | 153 | 32 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.2 | 2054 |
| 17:00 | 0 | 40 | 181 | 362 | 752 | 524 | 155 | 28 | 6 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.3 | 2050 |
| 18:00 | 0 | 36 | 150 | 343 | 672 | 402 | 124 | 31 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.0 | 1762 |
| 19:00 | 0 | 28 | 138 | 255 | 493 | 285 | 86 | 25 | 1 | 1 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22.8 | 1315 |
| 20:00 | 0 | 18 | 101 | 227 | 351 | 192 | 55 | 15 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22.5 | 965 |
| 21:00 | 0 | 14 | 47 | 139 | 192 | 95 | 35 | 12 | 5 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22.7 | 541 |
| 22:00 | 0 | 5 | 31 | 57 | 81 | 71 | 21 | 8 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.4 | 277 |
| 23:00 | 0 | 5 | 14 | 43 | 61 | 43 | 18 | 11 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.9 | 197 |
| Total | 0 | 494 | 2188 | 4897 | 8940 | 6335 | 1977 | 435 | 92 | 23 | 7 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23.3 | 26394 |



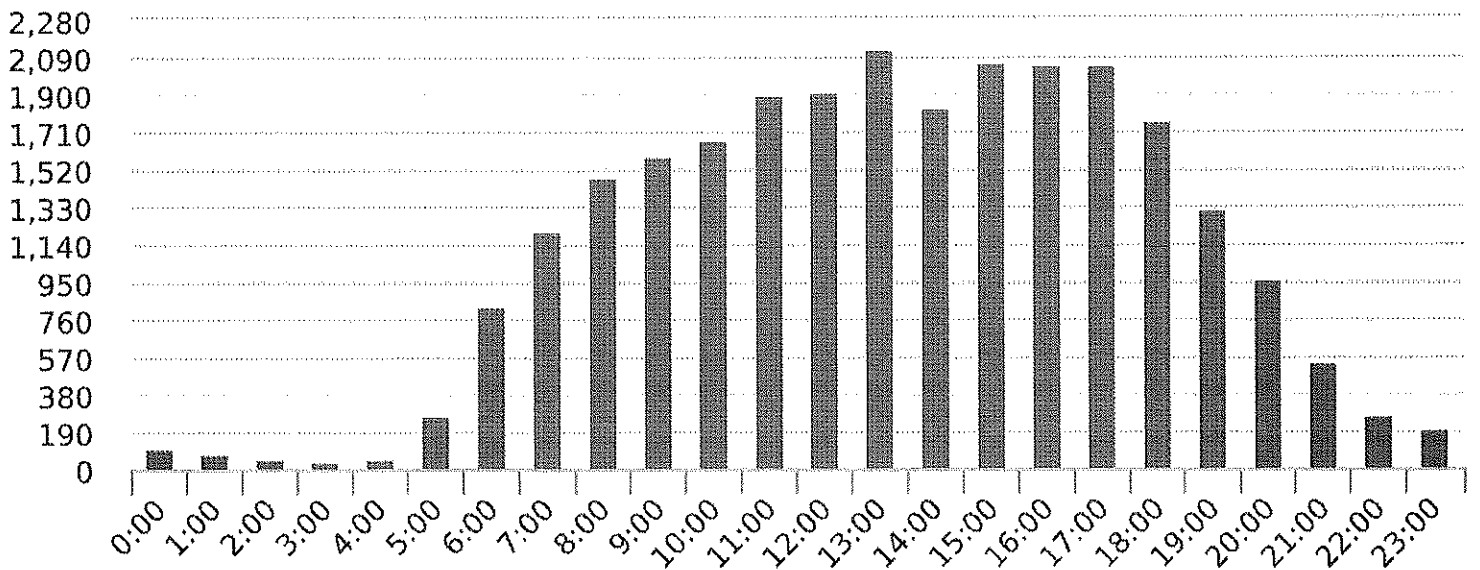
Start: 2023-03-15
End: 2023-04-17
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-03-16

End: 2023-04-17

Times: 0:00-23:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 33

Speed Limit: 25

Average Speed: 23.25

50th Percentile Speed: 23.15

85th Percentile Speed: 28.49

Pace Speed Range: 19-29

Minimum Speed: 10

Maximum Speed: 62

Display Mode: Unknown

Average Volume per Day: 790.3

Total Volume: 26079



April 17, 2023

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 – April 2023
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 March 2023 and first two weeks of April 2023 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:

The Contractor completed the one-year anniversary inspection of the tank (interior and exterior) on Tuesday, April 4, 2023. SCE is currently awaiting the final inspection report from the third-party inspection firm, Mumford Bjorkman Associates (MBA). Based on initial reports, the interior of the tank will require re-coating. Final recommendations for the repairs the Contractor is responsible for completing will be made once the final inspection report is provided. SCE would anticipate this work to be completed in the Fall of 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.

C. WQAA Capital Improvement Report and SOC Waiver

SCE-P13629.011

Total Authorization: \$1,850.00
Billed to Date: \$0.0

Project Scope Overview:

The project scope includes preparation of the Borough's WQAA Capital Improvement Report (CIR) submission due on April 19 and the preparation of the SOC Well Vulnerability Survey due on May 1.

Services Provided:

SCE has prepared the CIR for submission by April 19 and has submitted the SOC Well Vulnerability Survey for both Wells No 1 and 3.

D. WELL NO. 1 IMPROVEMENTS – PROPOSAL

SCE-P10302.041

Total Authorization: N/A
Billed to Date: N/A

Project Scope Overview:

The proposed project scope will include drilling a replacement well for Well No. 1, new chemical feed systems for disinfection and sequestration/corrosion control, a well house building, emergency generator and all associated appurtenances.

Services Provided:

SCE met with the Borough on February 28 to determine the scope and complete a preliminary site evaluation. A formal proposal will be prepared for the funding, permitting, design, bid phase and construction phase services and submitted to the Borough by the end of April.



II. SANITARY SEWER SYSTEM

A. SANITARY SEWER AND MANHOLE REHABILITATION – BID AND CONSTRUCTION

SCE-R11851.021

Total Authorization: \$66,910.00
Billed to Date: \$17,879.19 (27%)

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:

Construction started on Monday, March 13, 2023 with Arold Construction Company, Inc (Arold) completing CCTV and system cleaning. Arold submitted an SED Utilization Waiver Request on March 9, 2023 due to the specialized nature of their work which is formally denied on March 20, 2023. All work has stopped until Arold completes and has an approved SED Utilization Plan in place. Arold has provided a request for Contract Extension for 75 days which SCE recommends for approval.

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/.021) 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/.021). Anticipate updating this June/July 2023.

C. SANITARY SEWER CAPITAL IMPROVEMENTS

SCE-P11988.011

This proposal for the completion of sanitary sewer lift station upgrades 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.



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

G:\JobFolderJ-Z\Wenonah\10301 Wenonah\10301.011 Sewer AMP\Documents\Reports\Monthly Reports\2023\04 April
2023\20230417_10301-011_RPT_MLW_Monthly.docx



**BOROUGH OF
WENONAH**
NEW JERSEY

**Wenonah Borough Council
Finance & Budget Committee Report**

Committee Chair: Jaclyn Graves

Committee Members: Jeanne Grigri & Susan Mayer

Report for April 27, 2023

2023 Budget Preparation

- Budget will be introduced this month and adopted at May council meeting

Resolutions

- 2023-55 Resolution to Introduce the 2023 Municipal Budget

Ordinances for First Read

- 2023-6: Ordinance to Exceed the Municipal Budget Appropriations Limits and to Establish a Cap Bank. This allows us to retain any unused allowable budget increase from 2023 for up to two additional years if necessary.
- 2023-7 Amending Chapter 70 Water Rates & 2023-8 Amending Chapter 51 Sewer Rates
 - These ordinances will change the water and sewer billing structure to quarterly billing. All flat water and sewer charges will be spread across four bills and each bill will also include water usage for the prior quarter. This will streamline and simplify the billing process and allow the cost to residents for their water usage to be spread across the calendar year.

2023 Water Usage Billing

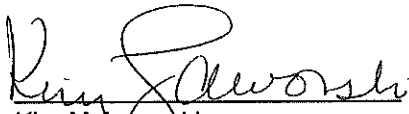
- The water bill review is complete and residents who had their meter replaced between late 2022 and early 2023 should have received an explanation letter in the mail accompanying their updated bill.
- 2023 Water Usage bills are due by May 16th with a 10-day grace period.
- The ordinances above that will restructure the water and sewer billing are meant to update and simplify the billing process for the future.

Respectfully submitted,

Jaclyn Graves, chair

jgraves@boroughofwenonah.com

| Current Taxes | March | 2023 To Date |
|-------------------------------|-----------|--------------|
| Prepaid Taxes / 2024 | | |
| 2023 Taxes | 78,618.73 | 2,252,326.23 |
| 2022 Taxes | 697.46 | 12,628.20 |
| 6% Year End Penalty | 0.00 | 0.00 |
| Arrears | 0.00 | 0.00 |
| Tax Title Liens | 0.00 | 0.00 |
| Interest & Costs | 888.64 | 1,699.94 |
| 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 | | 20.00 |
| Bankruptcy & Foreclosure Fees | | 0.00 |
| | | |
| Total Receipts | 80,204.83 | 2,266,674.37 |


 Kim M Jaworski
 Tax Collector

| | |
|--|--------|
| Percentage of Collection at March 31, 2023 | 51.40% |
| Percentage of Collection at March 31, 2022 | 53.06% |



THE PETTIT GROUP, LLC
Engineering • Architecture • Planning

VIA E-MAIL ONLY

April 24, 2023

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday April 27, 2023
Project Number WNOE012S**

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. We are working with the NJDOT on the Closeout of the Project and Final Grant Reimbursement for Lenape Trail and will coordinate with the Borough as necessary.
2. The Contractor will be returning to the project to re-seed all bare soil areas where grass was not established prior to the winter season.

II. GENERAL MUNICIPAL ENGINEERING:

2023 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. The project is out to bid with a Bid Opening scheduled for May 17th at 10AM, and an anticipated contract award at the May 25th Council Meeting.
2. Our office has provided the Borough with a fee proposal for construction related services and it is our understanding that a Resolution authorizing the abovementioned proposal shall be on the Council Agenda for approval.

2024 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. The 2024 Infrastructure Improvement Project shall consist of the following:
 - A. Roadway Improvements to North Synnott Avenue, from Mantua Avenue to Elm Street (2023 NJDOT Municipal Aid Grant)
 - 1) A certain extent of storm sewer pipe repairs/upgrades are anticipated.
 - B. Roadway Improvements to N. Princeton Avenue, from East Poplar Street to East Elm Street (Locally Funded)

- 1) A certain extent of storm sewer pipe repairs/upgrades may be required.
- C. Roadway Improvements to N. Stockton Avenue, from East Poplar Street to East Elm Street (Locally Funded)
- D. Roadway Improvements to East Poplar Street, from Princeton Avenue to Synnott Avenue (Locally Funded)
- E. Possible Water Main Improvements in N. Clinton Avenue, from Mantua Avenue to Poplar Street.

Our office shall submit a proposal for the Preliminary Engineering services required to evaluate the roadway conditions, prepare a preliminary scope of roadway improvements, identify the utility infrastructure needs, and prepare the preliminary construction costs estimates for budgetary planning purposes.

2023 NJDOT LOCAL AID INFRASTRUCTURE PROGRAM

1. Our office is currently preparing an NJDOT Local Aid Infrastructure (LAIF) Program Application for the Reconstruction of Maple Street, from Marion Avenue to Woodbury-Glassboro Road.
 - A. Applications are due on June 30, 2023 and, should the project be funded, we anticipate that Maple Street will be part of a Summer 2025 construction project.
2. A Resolution in support of the Application will have to be adopted at either the May 25th Meeting or the June 22nd Meeting. Once adopted, our office will forward the Resolution to NJDOT to complete the application process.

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) Probable 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. East Pine Street, from Clinton Avenue to Marion Avenue
 - E. 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.

JOHN AND KATHY HOWARD PARK AT WENONAH LAKE:

1. We have recently been notified that the construction of the project must be delayed until October 1, 2023, as a result of a potential long-eared bat habitat that mandates a moratorium on the removal of trees between April 1st and September 30th.



- A. In light of the above, it is our understanding that the deadline for expenditure of all CDBG Grant funds will be extended to December 31, 2023 and a revised County Grant Agreement will be forwarded to the Borough for execution
 - B. The moratorium can be avoided should the Borough commission a Long-Eared Bat Habitat Study to confirm that such a habitat does not exist. However, based upon the schedule provided below, it is our opinion that such a study is not necessary.
2. As a result of the moratorium, we anticipate the following revised schedule from project design through completion:
- A. May-June: Completion of bid plans and specifications and submission to County for approval to advertise for bid
 - B. July-August: Advertise and accept Contractor Bids and coordinate approval of Award of Contract with County
 - C. August 24th Council Meeting: Award Construction Contract.
 - D. September: Coordinate Contract Award with County, execute contracts, schedule preconstruction meeting.
 - E. Early October to mid November: Construction period
 - F. December: Project Closeout
3. Our office has also been assisting in the development of a Master Plan for the Park property and has recently developed a Conceptual Plan of various improvements for Committee review and discussion.

COMEYS LAKE:

1. The following remediation work at the Comey's Lake Dam remains to be completed and shall be addressed by the Public Works Department as staffing and time permits.
 - A. The backfilling and stabilization of the eroded slope of the earthen dam.
 - B. The video inspection of the clogged inflow pipe
 - C. 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. Our office has been made aware of a continuing erosion problem in the right field area of Langston field that is ultimately the result of a clogged storm pipe located within the westerly side of the Conrail Tracks, near the end of Southwest Avenue.

We recommend that Conrail be formally approached with a request to clear the stormwater outlet pipe for purposes of eliminating a flooding problem at the intersection of Southeast



Avenue and Cedar Street, which was found to be the source of the erosion problem in Langston Field.

SANITARY SEWER SYSTEM

1. A number of options for providing sewer service for the residents on north Woodbury-Glassboro Road are being contemplated.
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. *(to be further investigated during construction of the 2023 Infrastructure Project)*
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. Public Works has also provided our office with the Maintenance Manual for the Pump Station which includes key elements needed for the design of a new pump station.

GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)

1. No change since last report.

BOROUGH WATER SYSTEM UPGRADES

1. Please see 2023 INFRASTRUCTURE IMPROVEMENT PROJECT regarding the water system upgrades scheduled for 2023.
2. Water System upgrades for the Year 2024 shall be determined upon completion of the Preliminary Engineering services, as described in 2024 INFRASTRUCTURE IMPROVEMENT PROJECT.

BOROUGH WATER TOWER AND WELLS

1. It is our understanding that Suburban Consulting Engineers, (SCE) is working on a project for the replacement of Well #1 and our office has assisted SCE by coordinating a Boundary and Topographic survey for the project.

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 2023 is nearly identical to the Year 2019 and projects to be safely below the annual allocation limit of 72.07 million gallons per year.



BOROUGH WATER SYSTEM RECORD KEEPING

1. No Change Since Last Report.

STORM SEWER SYSTEM

1. The new MS4 Permit has been adopted and is in effect 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. To assist in the preparation of the GIS Map, our office has already obtained the GPS coordinates for all Borough Inlets and Outfalls.
 - B. We will begin to assemble GIS Coordinates for the Borough-wide Storm Sewer Manholes.
 - C. We will also begin mapping the existing storm sewer piping system, including pipe diameters and material composition.

NJPDES STORMWATER DISCHARGE PERMIT (MS4)

1. Our office has completed and submitted the Borough's 2022 Annual Report and Supplemental Questionnaire in advance of the May 1st deadline.
 - A. The completed 2022 Annual Report has been posted on the Borough website.
2. As required by the new 2023 Tier A Municipal Separate Storm Sewer Permit our office is completing the following tasks:
 - A. Preparation of the 2023 Stormwater Pollution Prevention Plan, which must be posted on the Borough's website no later than July 1st.
 - B. Updating the various Borough Maintenance Plans, Maintenance Logs, and Training Logs which are required for compliance with the 2023 Stormwater Permit Requirements.
 - C. Scheduling the 2023 Training Session with the Public Works Department.
 - D. Coordinating the 2023 Training requirements with the Combined Planning Board Members
3. In cooperation with the Green Team and Americorps Ambassadors Program, a Rain Barrel Workshop was held on April 22nd at Wenonah Lake with a total of ten (10) attendees.
 - A. It should be noted that this event accounts for 3 of the 12 Points needed for the Public Education Element of the Borough's MS4 Permit.
4. The NJDEP Stormwater Grant application was emailed to NJDEP on April 21, 2022. The Grant Allocation amount is expected to be \$25,000.
 - A. Eligible grant expenditures would include any activity, or purchase, that is required for MS4 Permit compliance and said expenditures must be appropriately documented.



TRAFFIC CALMING & SAFETY MEASURES

1. Our office has assembled an inventory of existing pavement markings located throughout the Borough in preparation for a future Contract for the installation of new and/or replacement of existing pavement markings, i.e. crosswalks, stop bars, lane striping, etc.
2. With the Maple Avenue reconstruction being the subject of a future NJDOT Funding Application, considerations should be made for installing alternative Traffic Calming measures, in lieu of the existing speed humps.

SOUTHWEST AVENUE DRAINAGE PROBLEM

1. We have reviewed a concern regarding the accumulation of runoff at the southern terminus of Southwest Avenue. Upon review, we found that a formerly existing swale that drained runoff from the roadway had been blocked by debris, most likely from the 2021 Tornado. Our office will coordinate remediation measures with the Public Works Department.

BLOCK 13 EROSION PROBLEM (JEFFERSON & GARFIELD PAPER STREET)

1. A permanent solution to the existing drainage and erosion concerns will be addressed during the reconstruction of North Jefferson Avenue, which is part of the 2023 Infrastructure Improvement Project
2. Once the improvements to Jefferson Avenue are completed, considerations should be made for the stabilization of the eroded slopes of the ravine. However, it is our understanding that eroded slopes are located on private property and therefore, we recommend consultation with the Borough Solicitor prior to taking any action.

CONSERVATION AREA EROSION PROBLEMS

1. The following Conservation Area erosion problems 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. A signed and sealed hard copy of the recently adopted Flood Damage Prevention Ordinance was mailed to NJDEP on April 13th and an electronic copy shall be e-mailed to NJDEP prior to the May 2, 2023 deadline.



III. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:

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. In light of the deliberations regarding a recent fence variance application, we intend to discuss a possible amendment to the fence ordinance to restrict vinyl fences from any front yard and possibly consider restricting the height of all fences that encroach into the front yard area to a maximum of four (4) feet.
2. We have arranged for the required Stormwater Training for the Combined Planning Board Members which includes the review of two (2) separate Training Videos.

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 (via e-mail)
Carol Newman, Office Clerk (via e-mail)



To: Mayor Doheny and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for March 2023

Date: April 4, 2023

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

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|------------------------|------|-------|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| # Service times | 12 | 13 | 12 | | | | | | | | | | |
| Alarm Systems | 2 | 1 | 3 | | | | | | | | | | |
| Animal Rescue | | | | | | | | | | | | | |
| Assist EMS | | 1 | | | | | | | | | | | |
| Brush | | | | | | | | | | | | | |
| Building Fire | | | | | | | | | | | | | |
| CO Alarms | 2 | | | | | | | | | | | | |
| Cover Assignment | 1 | | | | | | | | | | | | |
| Dwelling Fire | 1 | 1 | | | | | | | | | | | |
| Exterior Fumes | | 2 | 2 | | | | | | | | | | |
| Incorrect Dispatch | | | 1 | | | | | | | | | | |
| Interior Fumes | | 2 | 1 | | | | | | | | | | |
| Investigation | | | | | | | | | | | | | |
| Motor Vehicle Crash | 2 | | 1 | | | | | | | | | | |
| Rescue/HAZMAT | | | | | | | | | | | | | |
| Rapid Intervention | | | | | | | | | | | | | |
| Rubbish Fire | | | | | | | | | | | | | |
| Service Assignment | | 1 | | | | | | | | | | | |
| Structure Fire | | | | | | | | | | | | | |
| Vehicle Fire | | 1 | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Meetings/Drills | 4 | 4 | 4 | | | | | | | | | | |
| Events | | | | | | | | | | | | | |
| Staff Hours | 93.1 | 83.97 | 86.24 | | | | | | | | | | |

Tim Nessler, Fire Chief