

**DRAFT
AGENDA
BOROUGH OF WENONAH
REGULAR BUSINESS MEETING
MAY 25, 2023**

I. OPENING:

- a. Call to Order
- b. Flag Salute
- c. Roll Call
- d. Open Public Meetings Act Statement (this meeting is being videotaped and will be posted to the Borough website)
- e. Adoption of Agenda

II. PRIVILEGE OF THE FLOOR on Agenda items only

Approval of April 27, 2023, council meeting minutes

III. BUSINESS: RESOLUTIONS & ORDINANCES

ORDINANCE 2023-6 2nd READ Approving to exceed the municipal budget appropriation limits and establish a cap bank (COLA) if needed

OPEN -- PUBLIC HEARING -- CLOSE-- ROLL CALL

ORDINANCE 2023-7 2nd READ; Amending chapter 70 water rates and establishing quarterly billing starting June 2023

OPEN -- PUBLIC HEARING -- CLOSE-- ROLL CALL

ORDINANCE 2023-8 2nd READ Amending Chapter 51 Sewer rates and establishing quarterly billing starting June 2023

OPEN -- PUBLIC HEARING -- CLOSE-- ROLL CALL

OPEN PUBLIC HEARING ON THE 2023 MUNICIPAL BUDGET
CLOSE PUBLIC HEARING ON THE 2023 MUNICIPAL BUDGET

RESOLUTION 2023-60 Approving the adoption of the 2023 Municipal Budget READ BY TITLE ONLY
RESOLUTION 2023-61 Authorizing cancellation of taxes due to disable veteran 103 W. Willow \$2,444.28 2nd qtr
RESOLUTION 2023-62 Awarding contract to Earle Asphalt for 2023 infrastructure Improvement Project in the sum of \$1,274,0313.13

IV. 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

V. ENGINEERS REPORT:

VI. APPROVE DISBURSEMENTS

VII. OTHER BUSINESS

Motion to approve Lions Club holding their annual 4th of July parade
Motion to approve Wenonah Fire Company & American Legion use of Wenonah Park July 4,
2022

Motion to approve graduation party to close the street in front of 104 N. West Avenue Saturday July 15
Jennings between 5pm and 11pm

VIII. 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 January 2023. *For the year 2023, \$347.50 was billed in January and due by February of 2023. There will 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 37,500	\$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 for any usage above 37,500 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 for any usage above 37,500 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 for any usage above 37,500 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.*

4) *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 the 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

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 2024	\$520 \$600
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. 2023-60

A RESOLUTION ADOPTING THE 2023 BUDGET

Be It Resolved by the Mayor and Council of the Borough of Wenonah, County of Gloucester that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$1,476,294.15 (Item 2 below) for municipal purposes, and
- (b) None (Item 3 below) for school purposes in Type I School Districts only (N.J.S. 18A:9-2) to be raised by taxation and,
- (c) None (Item 4 below) to be added to the Certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S. 18A:9-3) and certification to the County Board of Taxation of the following summary of General revenues and appropriations.
- (d) None (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy.
- (e) \$ 87,286.81 (Item 5 Below) Minimum Library Levy.

RECORDED VOTE

Ayes: _____ Nays: _____ Abstained: _____ Absent: _____
Councilpersons: _____

1. General Revenues			
Surplus Anticipated	08-100	\$	427,000.00
Misc. Revenues Anticipated	40004-10	\$	994,259.90
Receipts from Delinquent Taxes	15-499	\$	80,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6 (a), Sheet 11)	07-190	\$	1,476,294.15
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY: Item 6, Sheet 42	07-195		0.00
Item 6 (b), Sheet 11 (N.J.S.40A:4-14)	07-191		0.00
Total Amount to be Raised by Taxation for Schools in Type I School Districts Only			0.00
4. TO BE ADDED TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:			
Item 6 (b), Sheet 11 (N.J.S.40A:4-14)	07-191		0.00
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY	07-192	\$	87,286.81
Total Revenues	40000-10	\$	3,064,840.86

6. GENERAL APPROPRIATIONS:	
Within "CAPS"	
(a&b) Operations Including Contingent	\$ 1,027,980.00
(e) Deferred Charges and Statutory Expenditures –	
Municipal	\$ 68,641.00
(g) Cash Deficit	0.00
Excluded from "CAPS"	
(a) Operations – Total Operations Excluded From "CAPS"	\$1,091,761.58
(c) Capital Improvements	\$ 57,606.00
(d) Municipal Debt Service	\$ 203,975.00
(e) Deferred Charges – Municipal	\$ 335,919.85
(f) Judgements	0.00
(n) Transferred to Board of Education for Use of	
Local Schools (N.J.S.40:48-17.1 & 17.3)	0.00
(g) Cash Deficit	0.00
(k) For Local District School Purposes	0.00
(m) Reserve for Uncollected Taxes (Include Other	
Reserves if Any)	\$ 278,957.43
7. SCHOOL APPROPRIATIONS-TYPE I SCHOOL DISTRICTS ONLY	
(N.J.S. 40A:4-13)	0.00
Total Appropriations	\$ 3,064,840.86

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 25th day of May, 2023. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2023 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Adopted: May 25, 2023

Signed: _____
 Jessica S. Doheny, Mayor

Attest: _____
 Karen L. Sweeney, Municipal Clerk

RESOLUTION NO. 2023-61

AUTHORIZING THE CANCELLATION OF TAXES DUE TO THE PROPERTY OWNER MEETING THE REQUIREMENTS OF A 100% DISABLED VETERAN AS SET FORTH IN N.J.S.A. 54:4-3.30 AND IS EXEMPT FROM PAYING PROPERTY TAXES

WHEREAS, N.J.S.A. 54:4-3.30 Any citizen and resident of the state, who now or hereafter are honorably discharged or released under honorable circumstances, from active service in time of war, in any branch of the armed forces of the United States, who has been or shall be declared by the United States Veterans Administration, to have a service-connected disability declared to be a total or 100% permanent disability, shall be exempt from taxation; and

WHEREAS, N.J.S.A. 54:4-3.31 requires the Tax Assessor to allow a total exemption from taxation on a property upon the complete filing of a claim; and

WHEREAS, N.J.S.A. 54:4-3.32 allows the governing body of each municipality to return taxes collected on property which would have been exempt had proper claim in writing been made therefore in the manor provided by P.L. 1948, c259.

NOW THEREFORE, BE IT RESOLVED that the Tax Collector of the Borough of Wenonah is authorized to **cancel** taxes for the 2nd quarter 2023 in the amount of \$2,444.28 for the property located at 103 W Willow St and owned by Mark Temple.

ADOPTED at a meeting of the Borough Council of the Borough of Wenonah, County of Gloucester and State of New Jersey held May 25, 2023

TDV APPROVED ON 2-9-2023.

BOROUGH OF WENONAH

By _____
Jessica S. Doheny, Mayor

Attest: _____
KAREN L. SWEENEY
Municipal Clerk

RESOLUTION NO. 2023 - 62

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF WENONAH, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY, AWARDING CONTRACT TO EARLE ASPHALT COMPANY FOR THE 2023 BOROUGH OF WENONAH INFRASTRUCTURE IMPROVEMENT PROJECT

WHEREAS, bids were advertised to be received and opened on May 17, 2023, for the 2023 Borough of Wenonah Infrastructure Improvement Project; and

WHEREAS, eight (8) bids were received by the Borough's Municipal Clerk; and

WHEREAS, the bid submitted by Earle Asphalt Company, in the sum of \$1,274,013.13, inclusive of the following:

1. \$421,613.13 for Base Bid #1.
2. \$455,600.00 for Base Bid #2.
3. \$224,800.00 for Base Bid #3.
4. \$36,900.00 for Alternate Bid #1,
5. \$135,100.00 for Alternate Bid #2

is the lowest monetary responsive bid; and

WHEREAS, the Borough's Engineer has determined that the bid is in conformance with the Bid Specifications and recommends the award of contract to Earle Asphalt Company; and

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

WHEREAS, the Borough's Chief Financial Officer has determined sufficient funds are available to award the Contract as set forth in the attached CAF; line numbers 3-04-10-620-016, 3-04620-015, 3-04-10-658-011,3-04-10-658-013, 3-06-10-300-020.

WHEREAS, the following portions of the 2023 Borough of Wenonah Infrastructure Improvement Project are funded by the New Jersey Department of Transportation (NJDOT) Grant Programs:

Base Bid #1: Roadway Improvements for N. Clinton Avenue (NJDOT FY 2022 Municipal Aid Program)

Base Bid #2: Reconstruction & Drainage Improvements to N. Jefferson Avenue (NJDOT FY 2022 Local Aid Infrastructure Program)

and therefore, the contract award is contingent upon approval by the New Jersey Department of Transportation (NJDOT); and:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Wenonah, Gloucester County, New Jersey, that the Contract for the 2023 Borough of Wenonah Infrastructure Improvement Project be awarded to Earle Asphalt Company, for its total bid in the sum of \$1,274,013.13, inclusive of the Base Bid #1 (\$421,613.13), Base Bid #2 (\$455,600.00), Base Bid #3 (\$224,800.00), Alternate Bid #1 (\$36,900.00), and Alternate Bid #2 (\$135,100.00); and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized and directed to execute the Contract for same; and

BE IT FURTHER RESOLVED that the Bid Bonds or certified checks of the (2) lowest unsuccessful bidders are to be returned upon receipt of a fully executed Contract and other required documents by the lowest responsive bidder, Earle Asphalt Company; and

BE IT FURTHER RESOLVED that the Bid Bonds or certified checks of the remaining unsuccessful bidders are to be returned upon adoption of this Resolution.

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Wenonah, County of Gloucester, State of New Jersey held on May 25, 2023.

BOROUGH OF WENONAH

BY: _____

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 May 25, 2023, in the Borough's Municipal Building, 1 South West Avenue, Wenonah, New Jersey 08090.

Karen L. Sweeney, Municipal Clerk

2023 Personnel Committee – May 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. May: Lifeguards and activities/gate guards hired. Training and testing continue to be ready for Memorial Day weekend. Hoping to find an Assistant Manager by the start of the 6 days/week schedule (late June). Office staff covering all support functions for the swim season, however next year we hope to clarify roles a bit more. Terrific cooperation and communication among the Managers, Carol, and Huda is evident.
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)	

Public Works Monthly Report

Submitted by **Brian Nicholson**, DPW Superintendent
For the month May 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	5								
Utility Mark Out	55	33	40	38	27								
Water samples For NJDEP	4	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
- Completed Peosh inspection program

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.
- 3 sewer lateral backups cleared by public works.
- 1 sewer main backup jetted by Woodbury Hieghts
- 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	60								
Branches chipped- cu yds				<u>20</u>	40								

Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	61	29	38	55	48								
# e-waste stops	35	25	29	27	21								

- Indicates combines metal and e-waste

Public Works Monthly report for May 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.

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 we are anticipating a restart of the project in the next 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. All concerns that were found during the inspections have been addressed and we are in compliance. I will continue to take advantage of the program and schedule some training that is provided to us at no charge. Since we volunteered for this program, we can not have surprise inspections or be fined as long as we participate in the program.

Started Fire hydrant flushing should take less than 2 weeks to complete.

We have started to GIS inventory all stormwater infrastructure.

Placed 50 tons of sand on the beach at the lake, Opened the concession stand and bathrooms, removed swing structure that was no longer in use. We also repaired some loose block on the beach wall.

Prepared for clean communities, picked up 10 yards of mulch and dropped of supplies and tools.

Lowered and raised Flag pole at Community Center so American Legion could refurbish the pole.



Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



Darren E. White
Chief of Police

Shaun J. Butler
Lieutenant

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

William D. Murphy
Lieutenant

Brian J. Hauss
Lieutenant

Arthur D. Hayes
Lieutenant

May 18, 2023

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

Re: Workshop report

- We are almost done with our most recent selection process. Expect to see some new faces in the near future. We received a decent number of applications for the world in which we currently operate. Although nowhere near what we used to get, it is still enough to make some good hires.
- Det. Sgt. Hagerty is officially retired. Det. Layton will be filling in as the supervisor until we can promote a sergeant and assign then to the unit.
- Ptl. Krieger was assigned to the detective bureau as an investigator to replace Hagerty. He has shown himself to be a hard worker and always follows up his cases to the best of his ability rather than turning them over to the detectives immediately. If you haven't already, you can expect to see him in this building now.
- The two SLEO I officers have finished up their field training. Although these officers have limited authority, they are extremely helpful for quality-of-life issues and other minor criminal offenses.
- Officers all qualified at the range with their handguns and conducted mandatory familiarization training with their rifle. The new handguns that we purchased continue to provide a more accurate shooting experience for all officers.
- Mantua has continued to be well represented for any assistance to the Shisler family and Deptford PD, both assisting Deptford PD with calls so that they can be with him at the hospital and at his memorial service on Wednesday, May 17th. It was extremely moving to see thousands of officers from all over come together in support of him, his family, and the Deptford pd.



Incidents Summary List

Reporting Period : 04/01/2023 - 04/30/2023

	Mantua Police Department	Total
911 Hang Up	2	2
911 Open Line	1	1
Added Patrol	11	11
Animal Complaint	2	2
Assist Other Agency	3	3
Burglar Alarm Activation	5	5
Community Policing	4	4
Criminal Mischief Complaint	1	1
Diabetic Emergency	1	1
Dispute	1	1
Domestic	1	1
Fall Victim	4	4
Fire Alarm System	1	1
Follow Up	4	4
Fraud Complaint	1	1
Fumes Interior	1	1
General	1	1
Hit And Run	1	1
Intoxicated Person	1	1
Investigation	1	1
Juvenile Complaint	1	1
Medical Emergency	4	4
Missing Person	2	2
Motor Vehicle Complaint	2	2
Motor Vehicle Crash	1	1
Motor Vehicle Stop	17	17
Narcotics	1	1
Noise Complaint	1	1
Notification/Informational	2	2
Overdose	1	1
Radar Enforcement	11	11
Radar Trailer Deployment	1	1
School Crossing	1	1
Seizures	1	1
Speak To Officer	2	2
Suspicious Motor Vehicle	4	4
Suspicious Person	1	1
Theft	3	3
Unconscious Person	1	1
Water Restriction Complaint	1	1
Well Being Check	2	2
Total	107	107

To: Mayor Doheny and Council

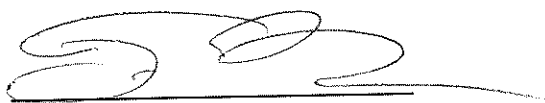
From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for April 2023

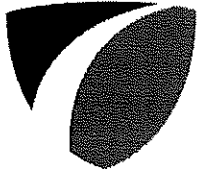
Date: May 2, 2023

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	14									
Alarm Systems	2	1	3	3									
Animal Rescue													
Assist EMS		1											
Brush													
Building Fire													
CO Alarms	2			2									
Cover Assignment	1												
Dwelling Fire	1	1		1									
Exterior Fumes		2	2										
Incorrect Dispatch			1										
Interior Fumes		2	1	2									
Investigation													
Motor Vehicle Crash	2		1										
Rescue/HAZMAT													
Rapid Intervention													
Rubbish Fire													
Service Assignment		1											
Structure Fire				1									
Vehicle Fire		1											
Meetings/Drills	4	4	4	4									
Events				1									
Staff Hours	93.1	83.97	86.24	92.62									



Tim Nessler, Fire Chief



Start: 2023-04-16

End: 2023-05-15

Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

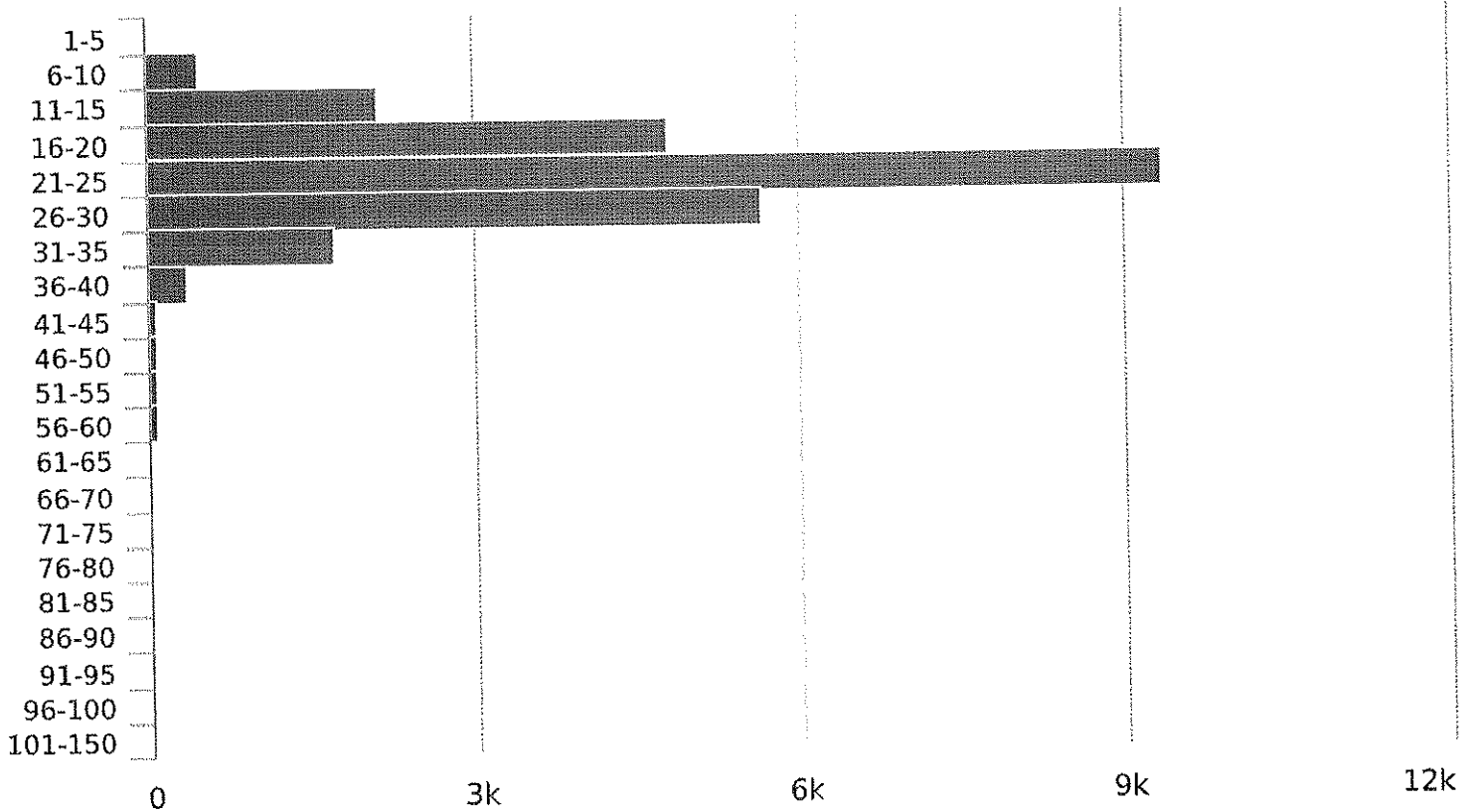
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	2	6	22	27	29	9	8	1	0	0	0	0	0	0	0	0	0	0	0	0	24.7	104
1:00	0	1	6	16	17	19	11	4	2	0	0	0	0	0	0	0	0	0	0	0	0	24.9	76
2:00	0	2	5	8	15	8	2	1	2	0	0	0	0	0	0	0	0	0	0	0	0	23.1	43
3:00	0	0	2	7	30	8	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	23.5	51
4:00	0	0	4	7	6	11	7	4	0	0	0	0	0	0	0	0	0	0	0	0	0	25.7	39
5:00	0	9	28	47	85	61	38	14	2	0	0	0	0	0	0	0	0	0	0	0	0	24.1	284
6:00	0	8	28	90	302	266	98	25	5	2	0	0	0	0	0	0	0	0	0	0	0	25.4	824
7:00	0	21	70	187	507	400	98	16	5	0	0	0	0	0	0	0	0	0	0	0	0	24.0	1304
8:00	0	19	122	262	579	326	121	30	3	1	0	0	0	0	0	0	0	0	0	0	0	23.4	1463
9:00	0	21	130	337	569	291	71	9	2	0	0	0	0	0	0	0	0	0	0	0	0	22.4	1430
10:00	0	37	137	357	634	351	84	13	5	0	1	0	0	0	0	0	0	0	0	0	0	22.6	1619
11:00	0	34	155	343	649	335	87	25	4	3	0	1	0	0	0	0	0	0	0	0	0	22.6	1636
12:00	0	32	157	312	671	384	120	21	3	0	0	0	0	0	0	0	0	0	0	0	0	23.0	1700
13:00	0	48	159	365	698	446	133	22	9	2	0	0	0	0	0	0	0	0	0	0	0	23.0	1882
14:00	0	24	149	320	600	339	78	20	3	1	1	0	0	0	0	0	0	0	0	0	0	22.7	1535
15:00	0	26	133	348	683	447	151	25	2	1	0	0	0	0	0	0	0	0	0	0	0	23.4	1816
16:00	0	44	173	377	777	462	135	25	5	2	0	0	0	0	0	0	0	0	0	0	0	23.0	2000
17:00	0	35	159	370	749	481	150	24	6	2	2	0	0	0	0	0	0	0	0	0	0	23.3	1978
18:00	0	42	129	282	606	346	97	25	10	1	0	0	0	0	0	0	0	0	0	0	0	23.0	1538
19:00	0	29	164	282	491	258	79	12	7	1	0	0	0	0	0	0	0	0	0	0	0	22.3	1323
20:00	0	23	91	233	350	187	67	11	0	0	0	0	0	0	0	0	0	0	0	0	0	22.3	962
21:00	0	15	75	142	196	96	42	9	5	1	0	1	0	0	0	0	0	0	0	0	0	22.2	562
22:00	0	7	27	59	92	58	24	8	1	0	0	0	0	0	0	0	0	0	0	0	0	23.0	276
23:00	0	4	22	32	55	43	15	3	2	0	0	0	0	0	0	0	0	0	0	0	0	23.2	176
Total	0	483	2131	4805	9388	5652	1720	355	84	17	4	2	0	0	0	0	0	0	0	0	0	23.0	24641



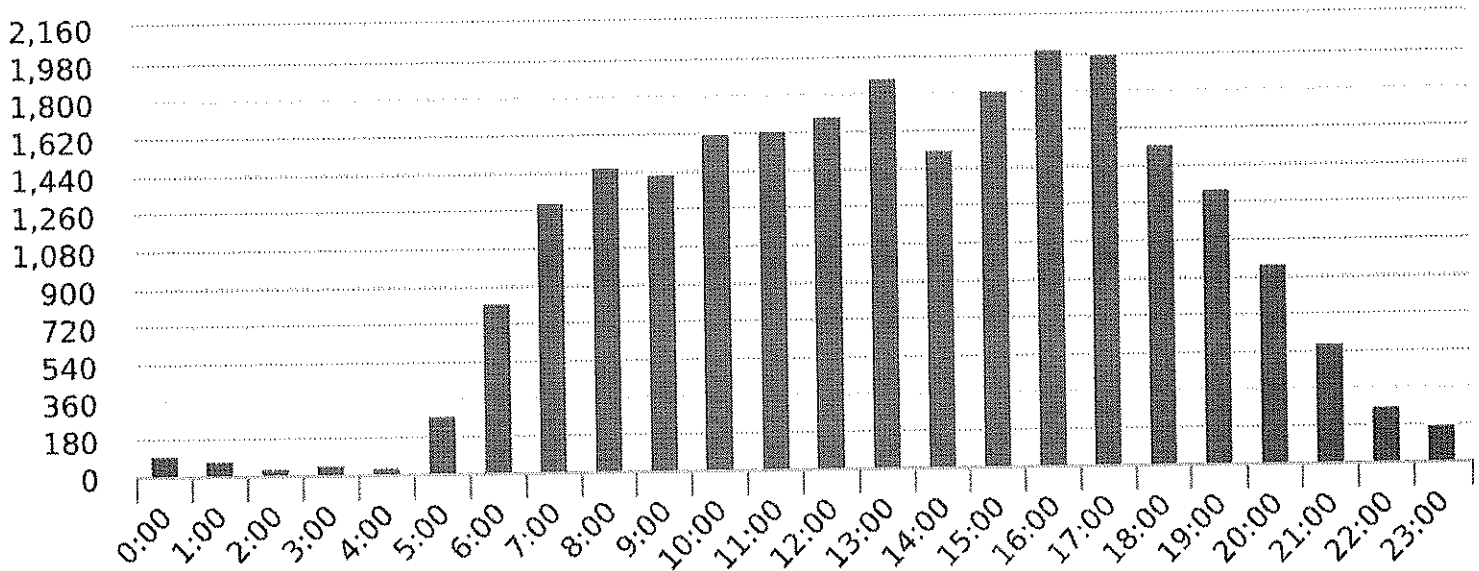
Start: 2023-04-16
End: 2023-05-15
Times: 0:00-23:59

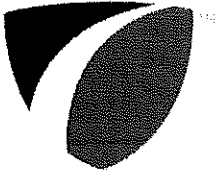
Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-04-16
End: 2023-05-15
Times: 0:00-23:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 30
Speed Limit: 25
Average Speed: 23.0
50th Percentile Speed: 22.93
85th Percentile Speed: 28.24
Pace Speed Range: 19-29

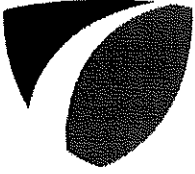
Minimum Speed: 10
Maximum Speed: 58
Display Mode: Unknown
Average Volume per Day: 821.4
Total Volume: 24641



Start: 2023-04-18
End: 2023-05-15
Times: 0:00-23:59

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

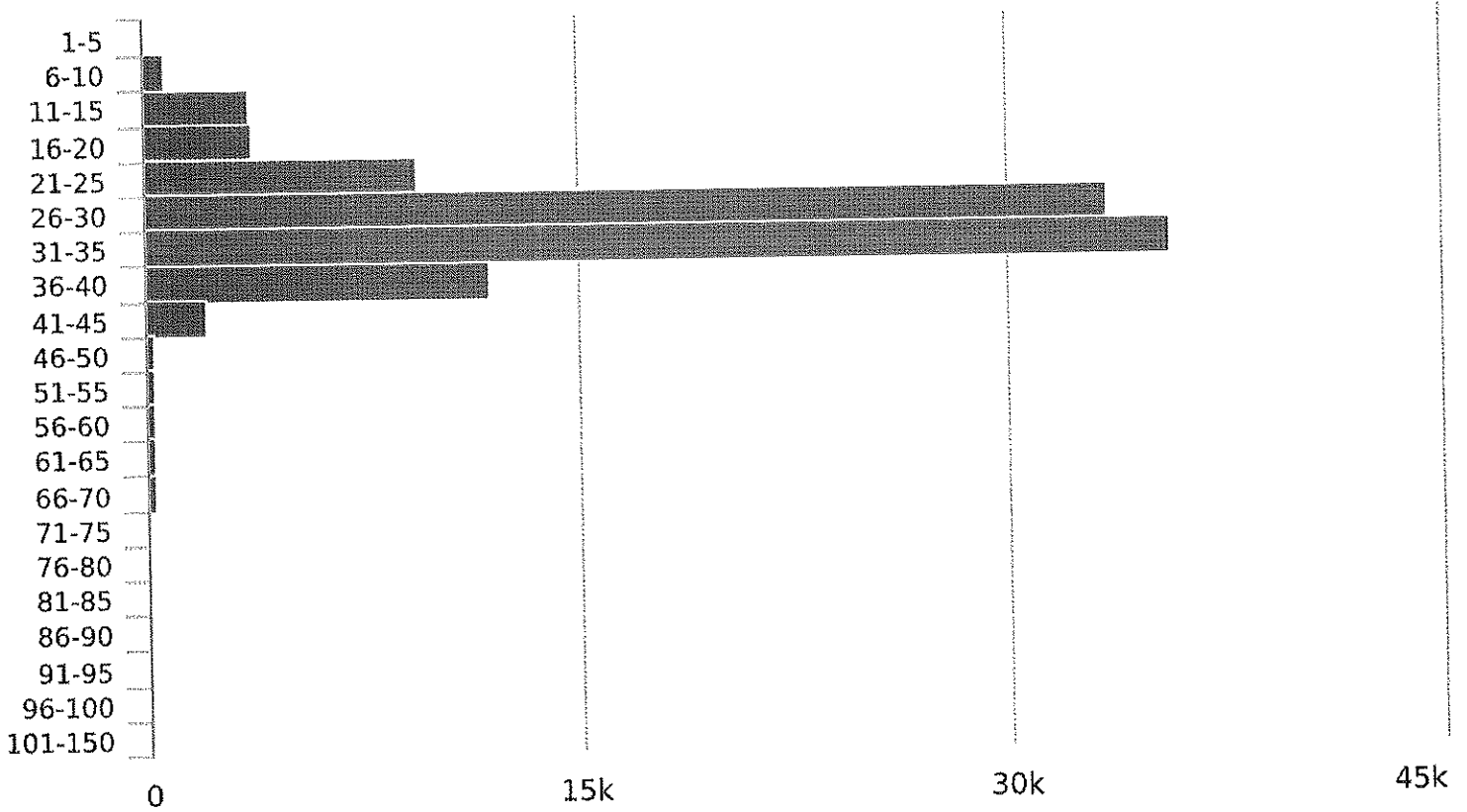
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	7	20	10	40	231	305	126	38	3	2	0	0	0	0	0	0	0	0	0	0	31.4	782
1:00	0	2	7	13	33	124	183	111	26	2	2	0	0	0	0	0	0	0	0	0	0	32.1	503
2:00	0	0	4	2	18	69	121	62	21	1	1	1	1	0	0	0	0	0	0	0	0	32.9	301
3:00	0	0	2	7	24	68	106	55	18	8	2	0	0	0	0	0	0	0	0	0	0	32.7	290
4:00	0	0	2	3	15	86	189	87	29	6	2	0	0	0	0	0	0	0	0	0	0	33.5	419
5:00	0	1	18	19	48	256	447	230	60	17	3	1	0	0	0	0	0	0	0	0	0	32.7	1100
6:00	0	5	19	29	94	507	993	566	145	18	5	1	0	0	0	0	0	0	0	0	0	33.1	2382
7:00	0	18	140	172	299	1267	1716	596	97	23	4	0	0	0	0	0	0	0	0	0	0	30.6	4332
8:00	0	69	334	313	576	1748	1833	571	104	10	3	2	0	0	0	0	0	0	0	0	0	28.8	5563
9:00	0	46	217	219	619	2090	2012	568	73	10	3	0	0	0	0	0	0	0	0	0	0	29.3	5857
10:00	0	35	272	268	755	2404	2073	568	86	10	1	0	0	0	0	0	0	0	0	0	0	29.0	6472
11:00	0	50	222	261	691	2314	2150	589	83	7	0	0	0	0	0	0	0	0	0	0	0	29.2	6367
12:00	0	57	276	260	690	2220	2263	702	118	17	0	0	0	0	0	0	0	0	0	0	0	29.3	6603
13:00	0	54	278	285	693	2382	2313	729	99	12	4	1	1	0	0	0	0	0	0	0	0	29.3	6851
14:00	0	56	274	277	722	2425	2558	771	106	19	5	0	0	1	0	0	0	0	0	0	0	29.5	7214
15:00	0	47	323	311	773	2616	2434	727	101	9	0	1	0	0	0	0	0	0	0	0	0	29.1	7342
16:00	0	49	278	313	730	2434	2662	840	125	20	1	0	0	0	0	0	0	0	0	0	0	29.6	7452
17:00	0	58	275	259	655	2412	2603	958	176	27	1	0	1	0	0	0	0	0	0	0	0	30.0	7425
18:00	0	48	241	232	593	2021	2480	905	181	16	0	0	0	0	0	0	0	0	0	0	0	30.1	6717
19:00	0	31	172	157	438	1871	2156	732	111	9	1	1	0	0	0	0	0	0	0	0	0	30.3	5679
20:00	0	22	142	144	477	1764	1592	492	67	12	0	0	0	0	0	0	0	0	0	0	0	29.7	4712
21:00	0	13	71	70	278	1070	1168	369	78	10	2	0	1	0	0	0	0	0	0	0	0	30.4	3130
22:00	0	11	41	52	145	648	730	310	53	20	1	0	0	0	0	0	0	0	0	0	0	30.9	2011
23:00	0	5	29	25	105	436	545	236	56	6	4	0	0	0	0	0	0	0	0	0	0	31.4	1447
Total	0	684	3657	3701	9511	33463	35632	11900	2051	292	47	8	4	1	0	0	0	0	0	0	0	29.8	100851



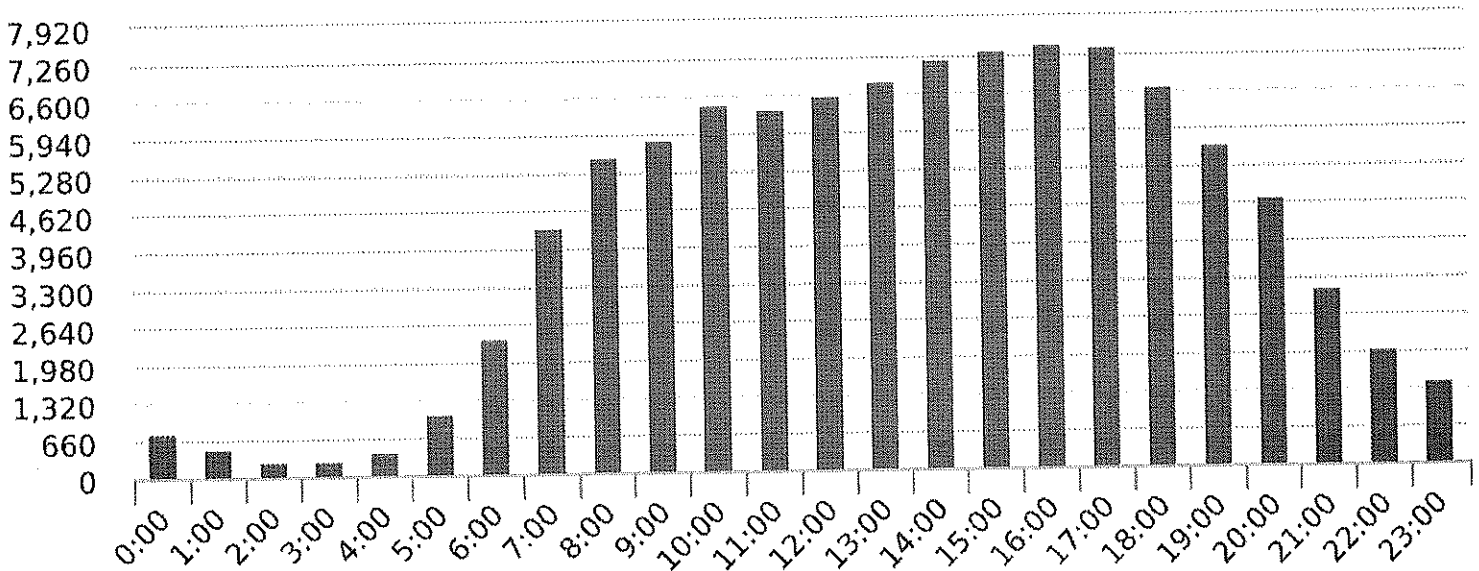
Start: 2023-04-18
End: 2023-05-15
Times: 0:00-23:59

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

Total Volume by Speed Distribution



Volume over Time





Start: 2023-04-18

End: 2023-05-15

Times: 0:00-23:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 28

Speed Limit: 35

Average Speed: 29.77

50th Percentile Speed: 30.39

85th Percentile Speed: 35.09

Pace Speed Range: 26-36

Minimum Speed: 10

Maximum Speed: 69

Display Mode: Unknown

Average Volume per Day: 3605.4

Total Volume: 100951



Start: 2023-04-16

End: 2023-05-15

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	1	14	7	19	72	145	79	20	5	1	0	0	0	0	0	0	0	0	0	0	32.3	363
1:00	0	0	2	10	14	61	62	43	16	6	0	0	0	0	0	0	0	0	0	0	0	32.4	214
2:00	0	0	1	4	8	25	66	31	8	3	1	0	0	0	0	0	0	0	0	0	0	33.3	147
3:00	0	2	1	8	6	37	71	25	5	4	0	0	0	0	0	0	0	0	0	0	0	31.7	159
4:00	0	0	1	4	10	38	64	41	8	2	0	0	0	0	0	0	0	0	0	0	0	32.7	168
5:00	0	1	17	11	25	192	327	157	68	13	12	4	0	0	0	0	0	0	0	0	0	33.3	827
6:00	0	1	20	32	64	319	733	477	99	16	2	3	0	0	0	0	0	0	0	0	0	33.4	1786
7:00	0	10	75	139	258	1100	1830	774	132	20	4	1	0	0	0	0	0	0	0	0	0	31.7	4343
8:00	0	20	79	122	295	1193	1715	602	112	19	3	1	0	1	0	0	0	0	0	0	0	31.1	4162
9:00	0	26	87	154	331	1255	1687	602	108	17	4	0	0	0	0	0	0	0	0	0	0	30.7	4271
10:00	0	35	110	196	394	1496	1767	599	107	9	3	1	0	0	0	0	0	0	0	0	0	30.2	4717
11:00	0	26	108	199	425	1426	1735	529	108	14	2	0	0	2	0	0	0	0	0	0	0	30.1	4574
12:00	0	25	111	236	421	1534	1815	641	115	16	3	0	0	0	0	0	0	0	0	0	0	30.2	4917
13:00	0	35	156	205	433	1501	1820	620	116	18	2	3	0	0	0	0	0	0	0	0	0	30.2	4909
14:00	0	23	151	176	370	1335	1844	616	106	17	2	0	1	0	0	0	0	0	0	0	0	30.3	4641
15:00	0	27	119	238	459	1532	1925	664	128	14	4	0	0	0	0	0	0	0	0	0	0	30.3	5110
16:00	0	23	125	228	435	1576	2040	620	124	9	4	0	0	0	0	0	0	0	0	0	0	30.3	5184
17:00	0	23	149	219	454	1601	2008	740	128	25	3	3	1	1	0	1	0	0	0	0	0	30.5	5356
18:00	0	21	115	156	413	1320	1686	581	111	18	3	2	0	0	0	0	0	0	0	0	0	30.4	4426
19:00	0	15	77	160	313	1145	1387	473	84	10	3	1	0	0	1	0	0	0	0	0	0	30.4	3669
20:00	0	15	75	138	283	888	978	355	54	17	2	0	0	0	0	0	0	0	0	0	0	29.9	2805
21:00	0	5	33	52	134	470	688	231	67	26	7	0	0	0	0	0	0	0	0	0	0	31.3	1713
22:00	0	6	18	29	84	282	391	172	47	8	2	1	0	0	0	0	0	0	0	0	0	31.4	1040
23:00	0	5	20	25	45	144	227	128	29	5	2	1	0	0	0	0	0	0	0	0	0	31.4	631
Total	0	345	1664	2748	5693	20542	27011	9800	1900	311	69	21	2	4	1	1	0	0	0	0	0	30.6	70112



Start: 2023-04-16

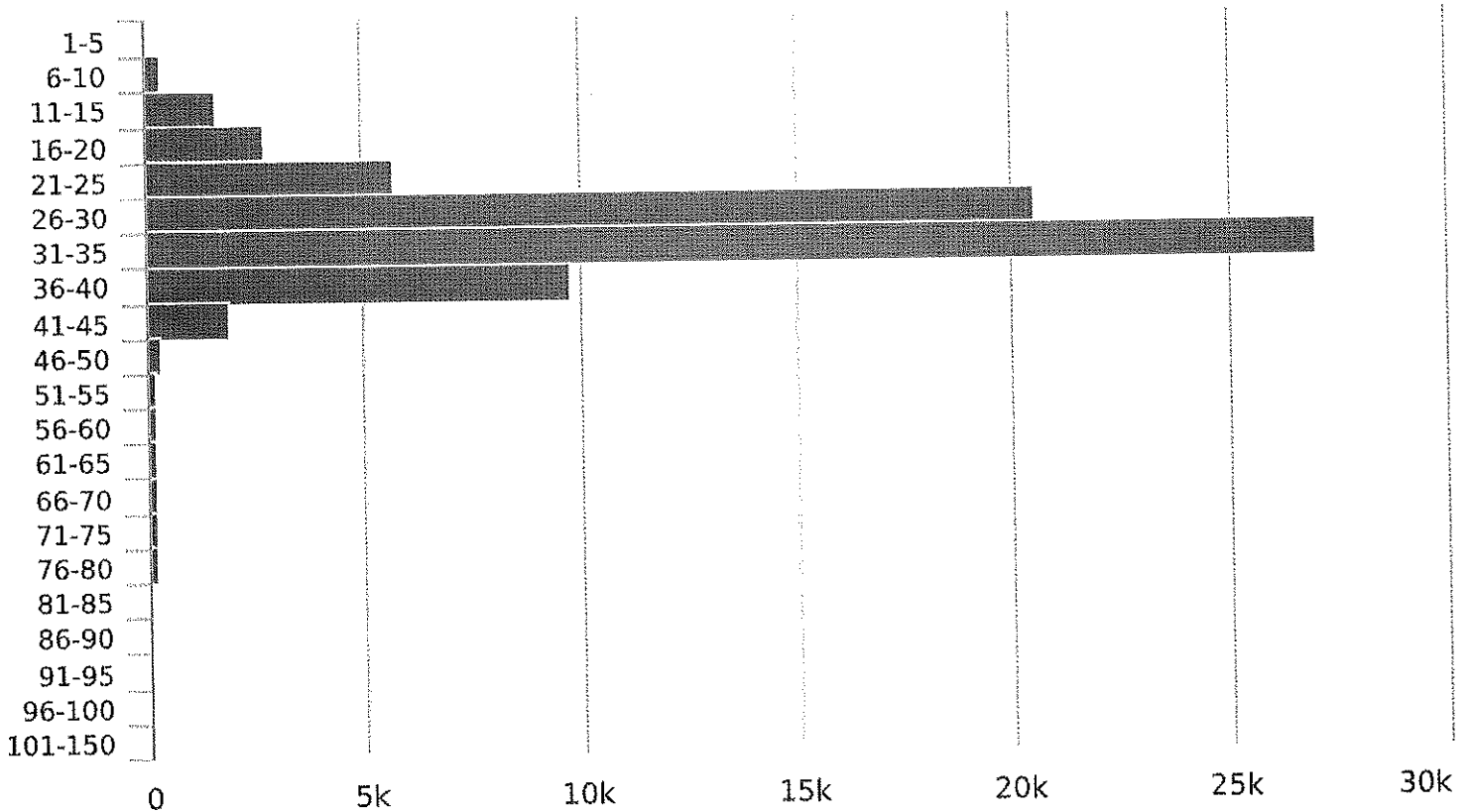
End: 2023-05-15

Times: 0:00-23:59

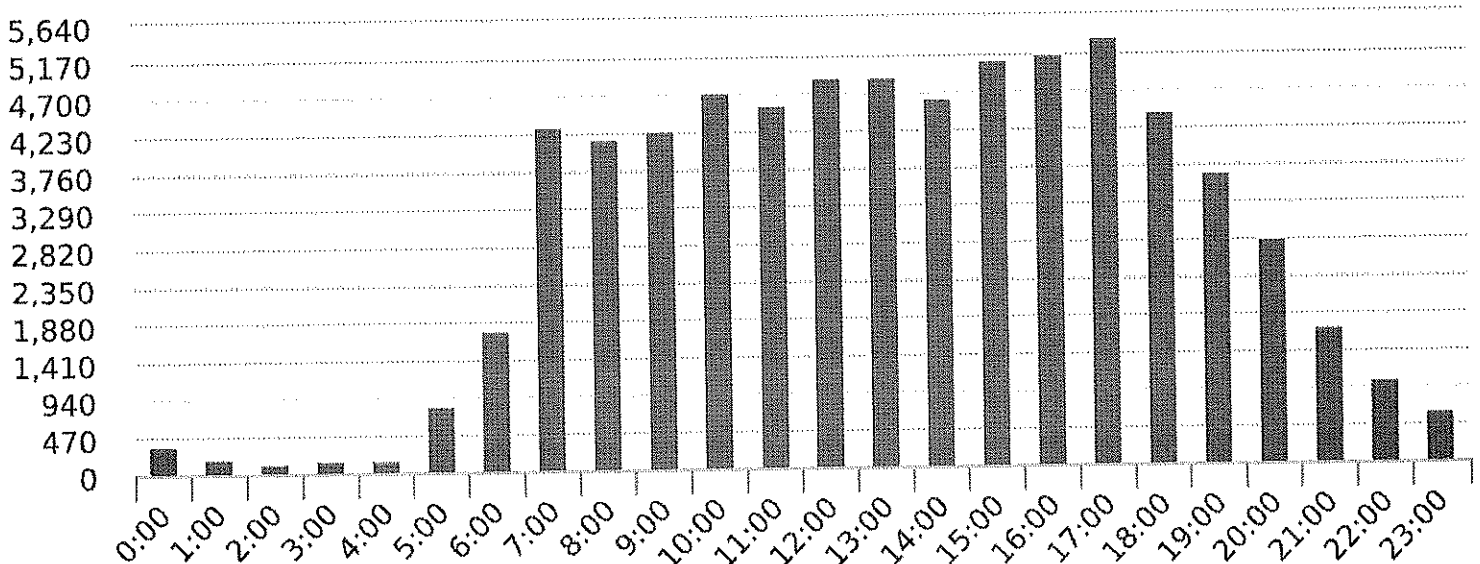
Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-04-16

End: 2023-05-15

Times: 0:00-23:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 30

Speed Limit: 35

Average Speed: 30.58

50th Percentile Speed: 31.08

85th Percentile Speed: 35.77

Pace Speed Range: 27-37

Minimum Speed: 10

Maximum Speed: 79

Display Mode: Unknown

Average Volume per Day: 2337.1

Total Volume: 70112



**BOROUGH OF
WENONAH**
NEW JERSEY

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

Committee Chair: Jaclyn Graves

Committee Members: Jeanne Grigri & Susan Mayer

Report for May 25, 2023

2023 Budget Preparation

- Budget will be adopted this month

2023 Tax Rates

- Borough rate = flat 0% change
- Gateway rate = decrease 1.9 cents (-1.42%)
- Wenonah Elementary rate = increase 3.8 cents (+2.62%)
- County rate = unknown until July when total tax rate is certified
- Total change in tax rate can be determined once county tax rate is known

Resolutions

- 2023-60 Resolution Approving the adoption of the 2023 Municipal Budget

Ordinances for Second 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.

Communication

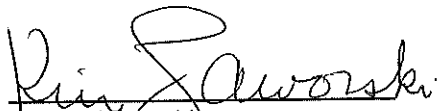
- The borough website will be updated to include a water bill information and FAQ page that will provide residents with information about the restructuring of the water and sewer billing, provide graphics to provide clarity to how these changes can be expected to impact residents bills, and additional FAQs about the changes.
- Once the website is updated, that information will also be shared out via social media.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jaclyn Graves". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Jaclyn Graves, chair
jgraves@boroughofwenonah.com

Current Taxes	April	2023 To Date
Prepaid Taxes / 2024		
2023 Taxes	582,980.66	2,835,306.89
2022 Taxes	3,129.92	15,758.12
6% Year End Penalty	0.00	0.00
Arrears	0.00	0.00
Tax Title Liens	0.00	0.00
Interest & Costs	450.30	2,150.24
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	586,560.88	2,853,215.25


 Kim M Jaworski
 Tax Collector

Percentage of Collection at April 30, 2023
 Percentage of Collection at April 30, 2022

64.14%
 64.59%

Public Programs Committee Report
Public Meeting May 25th, 2023

Jeanne Grigri : Chair
Jonathan Barbato, Anthony Fini

Since our last council meeting:

- **Women's Club of Wenonah - Farmer's Market** opening, 100 yr Celebration w/ reps from neighboring communities as well as State-level WC leaders, historical skit (by Margery Lentz)
- **Senior's Club** (55+) launched
- **Lake membership:** Currently 272, vast majority has been online, can reasonably expect a bump this weekend, end of May '22, we were at 265 so we're already ahead
- **Continued beautification of the Wenonah Lake recreation area:** Summer program manager has been front and center to coordinate much of the work volunteers from the Native Plant Garden Club, Lake Association and others including Clean Communities Day volunteers
- **Clean Communities Day:** Thanks TJ, 85 volunteers, Daisy Troop 63511 with 19(most bodies), Am Legion most trash (10 bags) and recycling (6 bags) Congrats
- **Porchfest:** successful afternoon and evening, lots of positive feedback, \$\$ raised, another magical Wenonah event!
- **MWC:** Wednesday evening 5/24, **Mental Health Awareness** presentation at Community Center

Actions in progress, ongoing, or forthcoming:

- **Summer at Wenonah Lake starts this weekend!** Open Saturday, Sunday and Monday for Memorial Day. Then each Saturday and Sunday through June 18th. Regular 6-day weekly schedule starts on Tuesday, June 20th and continues through Labor Day.
- **Summer at Wenonah Lake: Event schedule** created, coordinated, and provided in large part by and through WLA will be posted on Boro website and social media SOON (Live Music Fridays, Science Class, Arts and Crafts, Saturday morning yoga, Library etc)
- **Memorial Day Parade and Ceremonies** To remember and to honor the men and women who gave their lives in service to our country, Monday morning, 8:45 AM, starting at Mantua and Marion and continuing to Wenonah Cemetery and then Mantua Cemetery, Thank you Wenonah's American Legion Post 192 for making this meaningful tribute happen.
- **Mayors Wellness Campaign:** Gathering photos and documentation from events as they happen, our Mayor has created a shareable file which will allow organizations to upload directly — work in progress to get folks in the habit, it will come with time.

2023 Lake Park Renovation Committee – May 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)	<p>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>

	<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> <p>May: Community members of the committee are taking a break from activities so we have time to work through the details of the ADA grant. Waiting for the county to provide a new contract which will allow the ADA work begin in October. An overview of the project will be posted at the Lake Park once the swimming season starts.</p>
Q3	<p>Implement ADA improvements, Revise project plan (1,3)</p>	
Q4	<p>Identify and prepare for 2024 funding.</p>	



May 15, 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 – May 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 two weeks of April and first two weeks of May 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, US Tank Painting (US Tank), hired Mumford Bjorkman Associates (MBA) to perform the one-year anniversary inspection of the tank (interior and exterior) on Tuesday, April 4, 2023. SCE received a copy of the inspection report directly from MBA on May 11, 2023. The report indicates that there are interior areas where the coating system needs to be repaired. SCE will schedule a meeting with US Tank to discuss the finding of the inspection and the plan to address the deficiencies in May.



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: \$1,470.50 (79%)

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 and submitted the annual Capital Improvement Report to the NJDEP as required under the WQAA. SCE has prepared and submitted the Well Vulnerability Survey for both Wells Nos. 1 and 3 as required for consideration to receive a waiver from the NJDEP for sampling of Synthetic Organic Compounds. This task has been completed.

D. WELL NO. 1 IMPROVEMENTS – PROPOSAL

SCE-P10302.041

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. 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.



II. SANITARY SEWER SYSTEM

A. SANITARY SEWER AND MANHOLE REHABILITATION – BID AND CONSTRUCTION

SCE-R11851.021

Total Authorization: \$66,910.00
Billed to Date: \$22,001.69 (33%)

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 of the sanitary sewer rehabilitation is on hold until the Contractor obtains a Socially and Economically Disadvantaged Businesses (SED) Utilization Plan approved by the NJDEP to meet the 10% SED utilization goal required for I-Bank funding. The Contractor's latest plan was submitted by SCE to the NJDEP for review and approval on May 12, 2023. Once a plan has been approved, the Contractor will resume the sanitary sewer rehabilitation. Work is tentatively scheduled to resume mid-June pending approval of the plan.

The contract construction completion date is now July 27, 2023, revised by Change Order No. 1.

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 'R. E. Wells', written over a horizontal line.

Robert E. Wells, PE
Technical Manager



THE PETTIT GROUP, LLC
Engineering • Architecture • Planning

VIA E-MAIL ONLY

May 18, 2023

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday May 25, 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 continue to work 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 has returned to the project to re-seed all bare soil areas where grass was not established prior to the winter season.
3. The Contractor shall also be replacing an existing ADA ramp landing that was found to have a slope in excess of that which is allowable.

II. GENERAL MUNICIPAL ENGINEERING:

2023 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. Bids were opened on May 17th and the apparent Low Bidder for the 2023 Infrastructure Improvement Project, i.e. Base Bid #'s 1-3, and Alternate Bid #'s 1 & 2, was Earle Asphalt Co. in the amount of \$1,274,013.13.
2. Our office has completed a review of the low bidder's unit pricing and checked the low bidder's references, project history, and qualifications. Based upon our findings, we are satisfied with the bid submitted and, conditioned upon the Borough Solicitor's approval the Contractor's bid documents, we recommend that the project be awarded to Earle Asphalt Co., in the amount of \$1,274,013.13.
 - A. It should be noted that the NJDOT must officially concur with the Borough's Award of Contract before construction can begin. Therefore, our office will forward the relevant bid documents and Resolution of Award to NJDOT and will track the status of their approval.

3. Subsequent to award by Council, we will perform the following:
 - A. Return all but the three (3) low Bidders' Documents
 - B. Issue the Notice of Award and solicit the necessary Performance Bond and Insurance Certificates from the Contractor. *(The two remaining low bidders' documents shall be returned upon approval of Earle Asphalt Co.'s Performance/Payment Bonds and Insurance Certificates).*
 - C. Prepare and submit the Initial Reimbursement Vouchers to the NJDOT for both North Clinton Avenue (2022 NJDOT Municipal Aid) and North Jefferson Avenue (2022 NJDOT Local Aid Infrastructure).
 - D. Arrange for a pre-construction meeting and issue the Notice to Proceed.
4. At this time, construction is expected to begin during the month of June and be completed by the end of August.

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 the June 22nd Meeting. Once adopted, our office will forward the Resolution to NJDOT to complete the application process.

2024 NJDOT MUNICIPAL AID PROGRAM:

1. The solicitation for Year 2024 NJDOT Municipal Aid Applications was issued by the NJDOT on April 25, 2023, and applications are due on **July 1, 2023**. Award announcements are expected in November.
2. Our office is currently preparing a 2024 NJDOT Municipal Aid Application for North Clinton Avenue, from Mantua Avenue to Elm Street, and anticipate the electronic submission of the Application prior to the July 1, 2023 deadline.
3. Please note that the necessary Resolution in support of the NJDOT Municipal Aid Application will have to be adopted at the June 22nd Meeting. Our office shall assist.
 - A. The NJDOT's new PMRS System will also require that the Borough provide an electronic endorsement of the Resolution within thirty days of application submission. We will coordinate said electronic endorsement with the Mayor and Borough Clerk.

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. S. Princeton Avenue, from Mantua Ave to East Cherry Street
 - B. S. Princeton Avenue, from East Willow St. to East Cedar St.
 - C. East Pine Street, from Clinton Avenue to Marion Avenue
 - D. 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. There has been no change to the status of the CDBG Project since last report.
2. Our office has been assisting in the development of a Master Plan for the Park property.

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. 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)*
3. 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.
4. Our office defers detailed status reports on the forthcoming Sewer System Rehabilitation Project to Suburban Consulting Engineers (SCE).

GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)

1. No change since last report.

BOROUGH WATER DISTRIBUTION 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. Our office has provided SCE with a Boundary and Topographic survey for the Well #1 Replacement 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 2020 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.

NJPDES STORMWATER DISCHARGE PERMIT (MS4)

1. As required by the new 2023 Tier A Municipal Separate Storm Sewer Permit our office has completed the following tasks:
 - A. Prepared the various 2023 Stormwater Maintenance Plans, Maintenance Logs, and Training Logs.
 - B. Completed Training Session #1 with the Public Works Department on May 12th. This Training Session addressed the various requirements pursuant to the Maintenance Activities at Public Works Yards.
 - C. Coordinated the 2023 Training with the Combined Planning Board Members
2. Our office is currently preparing the 2023 Stormwater Pollution Prevention Plan (SPPP), which must be posted on the Borough's website no later than July 1st.
3. The NJDEP has issued a Draft Model Tree Removal/Replacement Ordinance and has solicited comments from the Public. Both the Shade Tree Commission and Environmental Commission have provided our office with their respective comments and we have forwarded those comments to NJDEP.
4. The 2023 MS4 Permit requires the adoption of the Tree Removal/Replacement Ordinance and a Salt Storage Ordinance by December 31, 2023. We will coordinate same with the Ordinance Committee
5. We are working with the Public Works Department on the preparation of the Borough's MS4 Map. Existing stormwater infrastructure maps are being updated to provide the additional information required by the Permit. Once complete, the maps will be merged into one (1) comprehensive AutoCAD File and will subsequently be converted to an ArcGIS Format.
 - A. The MS4 Map must be completed and submitted to NJDEP by December 2025.
6. The Borough has been approved for a \$25,000 NJDEP Stormwater Grant and a partial stipend, in the amount of \$15,000, as already been received.



- A. The initial \$15,000 allocation is to be used to fund the preparation of the required MS4 Map.
- B. The remaining \$10,000 shall be used to fund any activity, or purchase, that is required for MS4 Permit compliance.

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.
2. The 2023 MS4 Stormwater Permit requires that this drainage swale be inspected and maintained on a regular basis.

BLOCK 13 EROSION PROBLEM (JEFFERSON & GARFIELD PAPER STREET)

1. 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. The Combined Planning Board indicated a desire for the Ordinance Committee to review potential restrictions to the use of vinyl fences in certain circumstances, i.e. not permitted in front yard areas.
2. Please see "NJPDES STORMWATER DISCHARGE PERMIT (MS4)" regarding the adoption of both a Tree Removal/Replacement Ordinance and a Salt Storage Ordinance by December 31, 2023.

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. A potential modification to the fence ordinance to restrict the use vinyl fences in certain circumstances was discussed with the Board. It was agreed that the Ordinance modifications should be considered by the Ordinance Committee.
2. The Board approved of a Minor Subdivision Variance at #'s 100/104 East Cedar Street.

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)

