

# BOROUGH OF WENONAH

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APRIL 27, 2023

## COUNCIL MINUTES – BUSINESS MEETING

**Call to Order:** 7:00 p.m. by Mayor Jessica S. Doheny  
Wenonah Municipal Building, 1 South West Avenue, Wenonah, NJ 08090

**Pledge of Allegiance:**

**Roll Call:** Present: Doheny, Barbato, Cox, Fini, Graves, Grigri, Mayer  
Solicitor Matthew Lyons, Clerk/Admin Karen L. Sweeney  
Absent: None

**Open Public Meetings Act Statement:**

<b>Adoption of the Agenda:</b>	Cox/Mayer All in Favor
Approval of December 22, 2022, meeting minutes Graves, Grigri Abstain	Cox/Mayer All in Favor
Approval of March 23, 2023, Council Meeting Minutes Cox, Abstains	Mayer/Grigri All in Favor
<b>Open to the Public</b> (Agenda items only) No Comments	Cox/Mayer
<b>Close to the Public</b>	Cox/Mayer

Rob Scharle, CFO, explained the COLA ordinance and that the State required wording is misleading. Rob Scharle also indicated that the Borough's municipal budget has no tax increase for 2023 and that there were no tax appeals filed with the County Tax Assessor.

**Motion to Approve:** Ordinance 2023-6, 1st Read: Approving to exceed the municipal budget appropriation limits and establish a cap bank (COLA) if needed. Cox/Mayer

**Roll Call:**

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer  
Nays: None  
Abstain: None  
Absent: None  
Motion Approved

**Motion to Approve:** Ordinance 2023-7, 1st Read: Amending Chapter 70, Water rates. Cox/Mayer

**Roll Call:**

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer  
Nays: None  
Abstain: None

Absent: None  
Motion Approved

**Motion to Approve:** Ordinance 2023-8, 1st Read: Amending Chapter 51. Sewer rates. Cox/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer

Nays: None

Abstain: None

Absent: None

Motion Approved

**Motion to Approve:** Resolution 2023-53: Introduce the 2023 Municipal Budget, read by title only. Graves/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer

Nays: None

Abstain: None

Absent: None

Motion Approved

**Motion to Approve:** Resolution 2023-54: Restricting Water Usage in the Borough of Wenonah through 12/31/2023. Mayer/Fini  
All in Favor

**Motion to Approve:** Resolution 2023-55: Authorizing the Sale of Borough owned property at 1415 Woodbury Glassboro Road. Cox/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer

Nays: None

Abstain: None

Absent: None

Motion Approved

**Motion to Approve:** Resolution 2023-56: Approving the extension from Arold Construction in connection with the 2022 Sanitary Sewer Rehab project. Cox/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer

Nays: None

Abstain: None

Absent: None

Motion Approved

**Motion to Approve:** Resolution 2023-57: Recognizing the Mayor's Wellness Campaign Grigri/Mayer  
All in Favor

**Motion to Approve:** 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 Cox/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer

Nays: None

Abstain: None  
Absent: None  
Motion Approved

**Motion to Approve:** Resolution 2023-59: Approving \$60,000 for the 2023 Infrastructure Improvement Project design to The Pettit Group

Fini/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer  
Nays: None  
Abstain: None  
Absent: None  
Motion Approved

**Committee Reports:**

- ✓ Personnel: Susan Mayer - See attached report. Looking to hire an assistant manager and lifeguards for the summer swim season.
- ✓ Public Works/Public Buildings & Grounds: Dan Cox - See attached reports.
- ✓ Public Safety: Anthony Fini – See Attached reports.  
Chief Darren White absent; Det. Rob Layton gave a brief report. Councilman Fini spoke about the speed study reports and the results.
- ✓ Chief Tim Nessler had nothing to add to the report, see attached report.
- ✓ Finance & Budget: Jackie Graves – Introduced the 2023 municipal budget. The public hearing will be on May 25, 2023, at 7pm. Working on simplifying the process of moving to combining water and sewer bills to go out quarterly. Updates on the chicken advisory board. See attached reports as well as the tax collector report.
- ✓ Legal & Ordinance: Jonathan Barbato –Nothing to report
- ✓ Public Programs: Jeanne Grigri - see attached report. The Municipal Alliance Senior Luncheon at The Telford Inn was well attended. Forms are now available on line to sign up and pay for swim season membership.
- ✓ Lake Park Renovation committee: Jonathan Barbato & Susan Mayer. See attached report.

**Engineers Report:** Dave Kreck: See attached Engineer's detailed report on all projects in town.

- ✓ The 2023 infrastructure improvement project is out to bid with a bid opening scheduled for May 17, 2023, with a date to award contract at the May 25 council meeting. The CDBG grant for the lake park has been delayed and the county will revise the grant agreement deadline to be the end of year. Please look for new stormwater permit regulations as we will have to post on the borough website to comply.

**Motion to Approve:** Disbursements

Cox/Mayer

Roll Call:

Ayes: Barbato, Cox, Fini, Graves, Grigri, Mayer  
Nays: None  
Abstain: None  
Absent: None  
Motion Approved

**Recognizing Arbor Day Proclamation** – Gary Odenbrett gave a brief explanation.

**Open to the Public:**

Cox/Mayer

Resident Gary Odenbrett, on behalf of Wenonah Park restoration committee: Two exceptionally large Princeton Elm trees were planted in the park. This was paid for by a donation last year of \$5,000. Jack

Sheppard also donated an additional \$1,000 to this purchase. Shade tree removals continue, and 45 trees were planted in clear zone over the last three Saturdays, sponsored by the Sarah Harbold's "Go Fund Me" account.

Resident James Holder, 209 N. Monroe, wanted to let everyone know he is interested in starting a LGBTQ+ group in town. Councilwoman Mayer indicated in order to receive funding, you would need to establish a 501C 3 or 4 status.

Residents Donna Baines, 105 N. Stockton and Tamar Shelov, 104 N. Monroe, on behalf of the Wenonah Woman's Club; encouraged everyone to come out to the first Farmers Market event of the season, Thursday May 4; and also attend the 100-year special private party after the event in the park.

Resident Jeff Kenney, 405 W. Mantua Avenue, has some safety concerns in front of the Hayes Avenue ball field, as there seems to be a passing lane on Mantua Ave. Mayor Doheny indicated that Mantua Avenue is a County Road, and the County would have to be contacted. However, Mayor Doheny asked Det. Rob Layton to put out their mobile electronic sign.

Resident Alex Pozza, 200 S. Monroe, reminded everyone of the Wenonah Library Book Sale on Saturday, May 6, 2023, 9am -1 pm. Also, the Wenonah Lake Association "Porch Fest" event coming up on May 20.

Close to the Public: Cox/Mayer

Motion to Adjourn: 7:42 pm Cox/Mayer  
All in favor

Minutes Submitted,

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

Approved: May 25, 2023

As of April 7, 2023		2023 Budget Worksheet		2023	
		Municipal Tax Rate Calculation			
		2021	2022		
County	Est. \$ 1,570,000.00	Actual \$ 1,530,005.00	Est. \$ 1,560,000.00	Actual \$ 1,492,404.57	Est. \$ 1,525,000.00
Local School	Est. 3,061,000.00	Actual 3,060,523.00	Est. 3,150,000.00	Actual 3,141,196.00	Est. 3,210,000.00
Regional School	Est. 3,104,000.00	Actual 3,103,402.00	Est. 3,120,000.00	Actual 2,901,619.00	Est. 3,000,000.00
Total Est. School & County		\$ 7,735,000.00		\$ 7,830,000.00	7,735,000.00
Total Appropriations		2,135,778.72		2,224,771.48	2,785,883.43
Total		9,870,778.72		10,054,771.48	10,520,883.43
Less Revenues		(884,359.20)		(956,849.31)	(1,501,259.90)
Subtotal		8,986,419.52		9,097,922.17	9,019,623.53
Percentage		0.9700		0.9700	0.9700
Subtotal		9,264,350.02		9,379,301.21	9,298,580.96
Less Est. School & County		(7,735,000.00)		(7,830,000.00)	(7,735,000.00)
Tax Levy		1,529,350.02		1,549,301.21	1,563,580.96
LESS - Required Library Appropriation		(74,361.89)		(78,353.19)	(87,286.81)
Net Tax Levy		1,454,988.13		1,470,948.02	1,476,294.15
Net Val Taxable		218,135,500		216,925,400	217,736,900
Tax Rate		0.6670		0.6780	0.8699
Prior Year Tax Rate		0.6670		0.6670	0.6780
Increase/(Decrease)		-		0.0110	0.0000
Required Library Appropriation		74,361.89		78,353.19	87,286.81
Library Tax		0.0340		0.0360	0.0401
					Over (Under)
					(417,728.85)

As of April 7, 2023		Borough of Wenonah				2023 Budget Worksheet		Current Fund Revenues		2023		Fund Balance
		2021	Actual	2022	Actual	Anticipated	Balance 12/31/09	Balance 12/31/10	Balance 12/31/11	Balance 12/31/12	Balance 12/31/13	Balance 12/31/14
Fund Balance	\$ 414,000.00	\$ 404,063.59	\$ 414,000.00	\$ 419,742.52	\$ 427,000.00		418,934.34	503,727.32	504,497.41	512,801.28	558,528.67	719,377.97
	= Represents F/B Generated		= Represents F/B Generated				1,033,405.57	1,112,102.86	1,052,818.68	977,287.91	969,116.08	959,179.67
							964,922.19	964,922.19	964,922.19	964,922.19	964,922.19	964,922.19
Energy Receipts Tax	159,952.00	159,952.00	159,952.00	159,952.00	159,952.00	161,058.00	Estimated at this time					
Federal - American Rescue Plan	7,902.00	7,902.00	7,119.42	7,119.42	84,000.00	31,763.42						
Federal - American Rescue Plan			84,000.00	84,000.00	84,000.00							
Municipal Relief Fund						8,343.73						
Uniform Construction Code Fees	25,000.00	36,685.00	35,000.00	51,465.00	40,000.00	40,000.00						
<i>Grants:</i>												
Clean Communities	6,065.77	6,065.77	6,197.06	6,197.06								
Municipal Drug Alliance	3,000.00	3,000.00	2,000.00	2,000.00	2,000.00	2,000.00						
Donation - Wenonah Park Tree Planting	-	-	5,000.00	5,000.00								
State Recycling Program	3,278.22	3,278.22	2,427.89	2,427.89	3,057.47	3,057.47						
TRICO JIF Safety Program	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00						
JIF Safety Incentive Program	2,750.00	2,750.00	2,500.00	2,500.00	2,750.00	2,750.00						
DVRPC - Downtown Traffic & Parking Study												
JIF Cyber Risk Management Program	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00						
JIF Wellness Program	750.00	750.00	750.00	750.00	750.00	750.00						
Community Development Block Grant						136,500.00						
<i>Other Items:</i>												
Lease Agreements	75,000.00	113,362.82	85,000.00	102,036.60		85,000.00						
PEMA Reserve	-	-				425,037.28						
General Capital Fund Balance	1,526.98	1,526.98										
Delinquent Taxes	88,200.00	109,620.22	75,000.00	75,953.21	80,000.00							
Total	890,424.97	941,542.13	970,546.37	1,035,453.38	1,501,259.90							
Tax Levy	1,454,988.13	1,665,415.20	1,470,948.02	78,353.19	1,476,294.15							
Required Library Appropriation	74,361.89	74,361.89	78,353.19	78,353.19	87,286.81							
Total	\$ 2,419,774.99	\$ 2,681,319.22	\$ 2,519,847.58	\$ 1,113,806.57	\$ 3,064,840.86							

As of April 7, 2023

Borough of Wenonah  
2023 Budget Worksheet  
Current Fund Expenditures

	2021			2022			FCOA	Appropriations
	Original	As Amended	Actual	Original	As Amended	Actual		
Admin & Executive:								
Other Expenses:								
Printing and Legal Advertising	4,000.00	6,000.00	4,994.04	4,000.00	4,500.00	3,938.95	20	4,000.00
Codification of Borough Ordinances	8,200.00	8,200.00	8,200.00	4,000.00	4,000.00	3,142.37	20	4,000.00
Miscellaneous	18,450.00	18,750.00	11,367.61	18,550.00	18,050.00	12,441.73	20	20,050.00
Elections:								
Other Expenses	3,000.00	3,000.00	1,975.16	3,000.00	3,000.00	1,776.00	20	4,000.00
Financial Administration:								
Salaries and Wages	92,300.00	96,800.00	95,532.42	99,720.00	103,720.00	103,387.03	20	108,000.00
Other Expenses	25,938.00	25,938.00	17,929.66	26,130.00	29,130.00	29,130.00	20	31,880.00
Annual Audit	14,000.00	14,000.00	14,000.00	11,275.00	11,275.00	11,275.00	20	11,325.00
Collection of Taxes:								
Salaries and Wages	12,510.00	12,510.00	12,509.28	12,759.00	12,859.00	12,227.72	20	13,020.00
Other Expenses	4,800.00	4,800.00	3,997.91	4,800.00	4,800.00	3,871.35	20	4,981.00
Legal Services and Costs:								
Other Expenses	45,000.00	60,000.00	44,538.90	45,000.00	45,000.00	38,503.26	20	40,000.00
Engineering Services and Costs:								
Other Expenses	38,000.00	38,000.00	22,511.25	30,000.00	35,000.00	31,652.50	20	38,000.00
Public Buildings and Grounds								
Other Expenses	45,200.00	45,200.00	44,883.07	41,000.00	41,000.00	35,749.66	26	44,600.00
Heating Oil/Gas	14,000.00	14,000.00	9,869.20	14,000.00	14,000.00	11,577.12	31	14,000.00
Telephone	16,000.00	16,000.00	13,887.78	14,000.00	14,000.00	11,820.50	31	20,000.00
Electricity	25,000.00	25,000.00	24,903.78	25,000.00	27,000.00	23,419.23	31	26,000.00
Planning Board:								
Salaries and Wages	1,560.00	1,560.00	1,560.00	2,500.00	2,500.00	1,250.00	21	2,550.00
Other Expenses	5,350.00	5,350.00	3,122.64	4,450.00	4,450.00	3,627.50	21	4,450.00
Human Services:								
Other Expenses	500.00	500.00	246.98	500.00	500.00	500.00	27	500.00
Shade Tree:								
Other Expenses	15,000.00	15,000.00	14,373.51	20,000.00	20,000.00	20,000.00	26	25,000.00
Environmental Commission:								
Other Expenses	7,500.00	7,500.00	7,500.00	8,500.00	8,500.00	8,500.00	27	8,500.00
Insurance:								
Group Insurance Plans	107,000.00	107,000.00	104,357.20	88,000.00	88,000.00	87,450.65	23	88,000.00
HB Waivers	2,300.00	2,300.00	2,300.00	6,450.00	6,450.00	6,450.00	23	9,800.00
Liability Insurance	48,500.00	48,500.00	48,018.00	53,113.00	53,113.00	53,113.00	23	61,374.00
Workers Comp. Ins.	27,875.00	27,875.00	27,000.00	30,423.00	30,423.00	29,461.00	23	32,000.00
Temporary Disability Insurance	400.00	400.00	226.46	400.00	400.00	233.83	23	400.00
Fire:								
Other Expenses	25,800.00	25,800.00	22,814.48	25,800.00	25,800.00	25,259.59	25	25,800.00
Fire Prevention:								
Salaries and Wages	2,868.00	2,868.00	2,868.00	2,930.00	2,930.00	-	25	-
Aid to Volunteer Fire Company	1,500.00	1,500.00	-	1,500.00	1,500.00	-	25	1,500.00

As of April 7, 2023

Borough of Wenonah  
2023 Budget Worksheet  
Current Fund Expenditures

	2021			2022			FCOA	Appropriations
	Original	As Amended	Actual	Original	As Amended	Actual		
Emergency Management Services:								
Other Expenses	550.00	550.00	319.07	550.00	550.00	-	25	550.00
Road Repair and Maintenance:								
Salaries and Wages	78,500.00	84,500.00	76,199.25	79,000.00	79,000.00	72,830.93	26	83,000.00
Other Expenses	65,700.00	59,700.00	40,089.25	56,200.00	46,200.00	34,431.68	26	67,160.00
Tropical Storm IDA - Special Emergency		600,000.00	600,000.00	-	-	-	26	-
Gasoline	10,000.00	10,000.00	9,964.84	10,000.00	23,300.00	19,747.70	31	20,000.00
Garbage & Trash:								
Other Expenses	34,000.00	21,300.00	9,146.25	23,000.00	14,000.00	7,698.12	26	14,000.00
Street Lighting:								
Other Expenses	43,000.00	48,000.00	43,745.98	45,000.00	48,000.00	42,960.34	31	48,000.00
Sanitary Landfill:								
Other Expenses	78,000.00	78,000.00	62,221.78	78,000.00	78,000.00	62,127.84	32	78,000.00
Operation of Lake:								
Salaries and Wages	45,600.00	38,400.00	38,333.27	46,000.00	40,200.00	40,178.50	28	46,000.00
Other Expenses	14,100.00	9,300.00	9,184.74	14,100.00	10,500.00	8,626.36	28	27,040.00
Celebration of Public Events								
Other Expenses	500.00	500.00	-	500.00	500.00	-	30	500.00
Statutory Expenditures:								
Social Security	20,000.00	20,000.00	16,864.48	21,500.00	21,500.00	17,993.77	36	21,000.00
Unemployment Insurance	-	-	-	-	-	-	23	-
PERS Contribution	56,149.00	56,149.00	56,149.00	71,337.00	71,337.00	71,337.00	36	47,641.00
PFRS Contribution	-	-	-	-	-	-	36	-
APPROPRIATION CAP	1,060,648.00	1,660,748.00	1,527,705.24	1,044,987.00	1,044,987.00	947,690.23		1,096,621.00
Maintenance of Free Public Library	74,361.89	74,361.89	43,506.96	78,533.19	78,533.19	73,832.53	29	87,286.81



Borough of Wenonah									
2023 Budget Worksheet									
Current Fund Expenditures									
	2021			2022			2023		
	Original	As Amended	Actual	Original	As Amended	Actual	FCOA	Appropriations	
Interlocal Service Agmt - Manna Twp:									
Construction Code	42,300.00	42,300.00	36,683.00	40,000.00	40,000.00	40,000.00	42	75,000.00	
Municipal Court	31,000.00	31,200.00	31,195.56	31,195.00	31,195.00	31,195.00	42	32,000.00	
Police Services	583,440.00	583,440.00	583,440.00	603,803.40	603,803.40	603,800.00	42	621,917.30	
LO/SAP	10,000.00	10,000.00	6,000.00	10,000.00	10,000.00	-	36	10,000.00	
Interlocal - East Greenwich/Logan Twp -									
Garbage & Trash (Host)	109,000.00	109,000.00	99,916.63	112,000.00	112,000.00	111,749.96	42	113,000.00	
Recycling Tax	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	26	2,000.00	
<b>Grants:</b>									
Clean Communities	3,750.00	6,065.77	6,065.77	2,500.00	6,197.06	6,197.06	26	2,500.00	
Municipal Drug Alliance	-	3,750.00	3,750.00	2,500.00	5,000.00	5,000.00	26	5,000.00	
Donation - Wenonah Park Tree Planting	3,278.22	3,278.22	3,278.22	2,427.89	2,427.89	2,427.89	26	3,057.47	
State Recycling	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	25	1,500.00	
TRCO JIF Safety Award	2,750.00	2,750.00	2,750.00	2,500.00	2,500.00	2,500.00	25	2,750.00	
JIF Safety Incentive Program	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	25	1,500.00	
JIF Cyber Risk Management Program	750.00	750.00	750.00	750.00	750.00	750.00	25	750.00	
JIF Wellness Program	-	-	-	-	-	-	28	136,500.00	
Community Development Block Grant	-	-	-	-	-	-			
<b>Capital Improvement Fund</b>									
Debt Service:									
Bond Principal	140,000.00	140,000.00	140,000.00	145,000.00	145,000.00	145,000.00	45	145,000.00	
Note Principal	-	-	-	-	-	-	45	-	
Bond Interest	69,500.00	69,500.00	69,006.60	64,775.00	64,775.00	64,775.00	45	58,975.00	
Note Interest	-	-	-	-	-	-	45	-	
<b>Deferred Charges:</b>									
Special Emergency 1/5 -IDA	0.61	0.61	0.61	83,980.00	83,980.00	83,980.00	46	335,919.83	
Unfunded General Capital Ord - 9-16	-	-	-	-	-	-	46	-	
Subtotal	2,135,778.72	2,742,144.49	2,558,850.59	2,224,771.48	2,238,468.54	2,126,397.67		2,785,883.43	
Reserve for Uncollected Taxes	277,930.50	277,930.50	277,930.50	281,379.04	281,379.04	281,379.04	50	278,977.43	
Total	2,413,709.22	3,020,074.99	2,836,781.09	2,506,150.52	2,519,847.58	2,407,776.71		3,064,840.86	



**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)	

## 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 13<sup>th</sup> 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.

April 2023

## Public works committee

- Began mowing and trimming in the spring season.
- Assisted the shade tree committee with spring planning.
- Refer to PW superintendent for details on the day-to-day efforts this month.

Upcoming:

- Finalize 2023 Road contracts.
- Continue preparing for the lake opening.
- Continue work on the boroughs stormwater permit

Sincerely,

Dan cox

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



# 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

**Arthur D. Hayes**  
Lieutenant

**Brian J. Hauss**  
Lieutenant

April 27, 2023

To: Mr. Mayor and members of the Borough Council

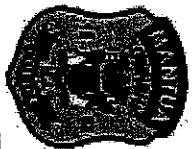
From: Chief White

Re: Workshop report

- Ptl. Sweeney (son of Greg Sweeney who just retired recently and used to work in Wenonah) is done his field training.
- Ptl. Wolfsgruber being nominated for the Mantua VFW Officer of the Year.
- We received newly donated trail cameras from somebody who wishes to remain anonymous that came in helpful already. We identified the person who had most recently been spray painting the railroad bridge in Mantua. He is apparently in Toms River and they have not yet been able to locate him. These can be helpful in many places all around Wenonah, depending on types of complaints are, especially in the wooded areas. They use solar power, automatically transmit data via a LTE connection, and have GPS in case they are stolen.
- Lt. Hayes, Lt. Murphy, Det. Layton, and I attended the Wenonah senior luncheon today at the Telford. All went well and we were able to pass on some good information regarding drug disposal and current scams.
- We closed the application acceptance portion of our hiring process as of Friday the 14th. We had 29 current submissions to fill our vacant ranks. While this is not an ideal number of applicants (this time 10 years ago (it would be maybe 100 back then), it is still a good number of applicants compared to what we are hearing other towns are getting. This is most likely due to our willingness to hire laterally, which opens our field of applicants to people who might not otherwise be able to afford to change towns. Ultimately, we ended up with 18 who passed the written test to move on to the PT portion.



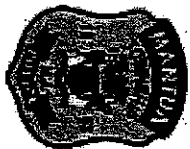
- We also closed our application process for internal promotions on Friday the 14th. We are going to be testing to fill the rank of Sergeant and Corporal and required due to contract after Sergeant Hagerty's retirement.
- Our School Resource Officers are undergoing school threat assessment training. SRO Carmen Rabottino is training this Thursday, Ed Wiley, and Ed Kiermeier, were trained last month, and Jim Fellon will be finishing his training on May 18th. While I understand that Wenonah does not have actual officers in their school, this type of training is ongoing and will prove helpful in Wenonah as well. The information is shared and provided to all officers.
- We assisted Deptford in covering shifts within their town so that their officers could be at the hospital with Schisler. We moved people around, when we had more than three patrol officers working and volunteers as well. Our officers really stepped up to assist.
- Lt. Hayes and Hauss are doing well in their lieutenant positions. We all have a different way of seeing things which allows for the minimization of group think.
- Ptl. Krieger was assigned to the detective bureau as an investigator. 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. Expect to see him around this building in the near future.
- Ptl. Sweeney was involved in a car crash yesterday. Nobody left in an ambulance, but both vehicles had to be towed. He was responding to another crash with lights and sirens at the time of his crash.
- The SLEO I officers are finishing up their field training and will be a big help to assist with events and minor enforcement activities.



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

**CAD Summary Report**

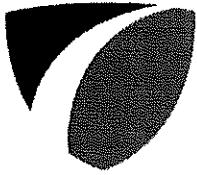
Mantua Township		
	03/23	Total
911 Miss Dial	1	1
911 Open Line	1	1
Abdominal Pain	1	1
Added Patrol	12	12
Animal Complaint	3	3
Bleeding	1	1
Burglar Alarm Activation	6	6
Cardiac Emergency	3	3
Community Policing	2	2
Domestic	1	1
Escort	1	1
Fall Victim	5	5
Fire Alarm System	1	1
Follow Up	1	1
Fraud Complaint	3	3
Fumes Exterior	1	1
Fumes Interior	1	1
General	3	3
Hazardous Road Condition	1	1
Hit And Run	1	1
Juvenile Complaint	1	1
Medical Emergency	1	1
Motor Vehicle Complaint	1	1
Motor Vehicle Stop	18	18
Neighbor Complaint	1	1
Notification/Informational	4	4
Property Check	5	5
Radar Enforcement	10	10
Respiratory Emergency	2	2
School Crossing	1	1



Mantua Township Police  
 405 Main Street  
 Mantua New Jersey 08051  
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**CAD Summary Report**

	03/23	Total
Speak To Officer	1	1
Stroke	1	1
Suspicious Incident	3	3
Suspicious Motor Vehicle	6	6
Terroristic Threats	1	1
Unconscious Person	3	3
<b>Total</b>	<b>108</b>	<b>108</b>



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	2038	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	2408	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	2180	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	11342	2149	337	38	15	4	0	0	1	0	0	0	0	0	29.6	101174



Start: 2023-02-14

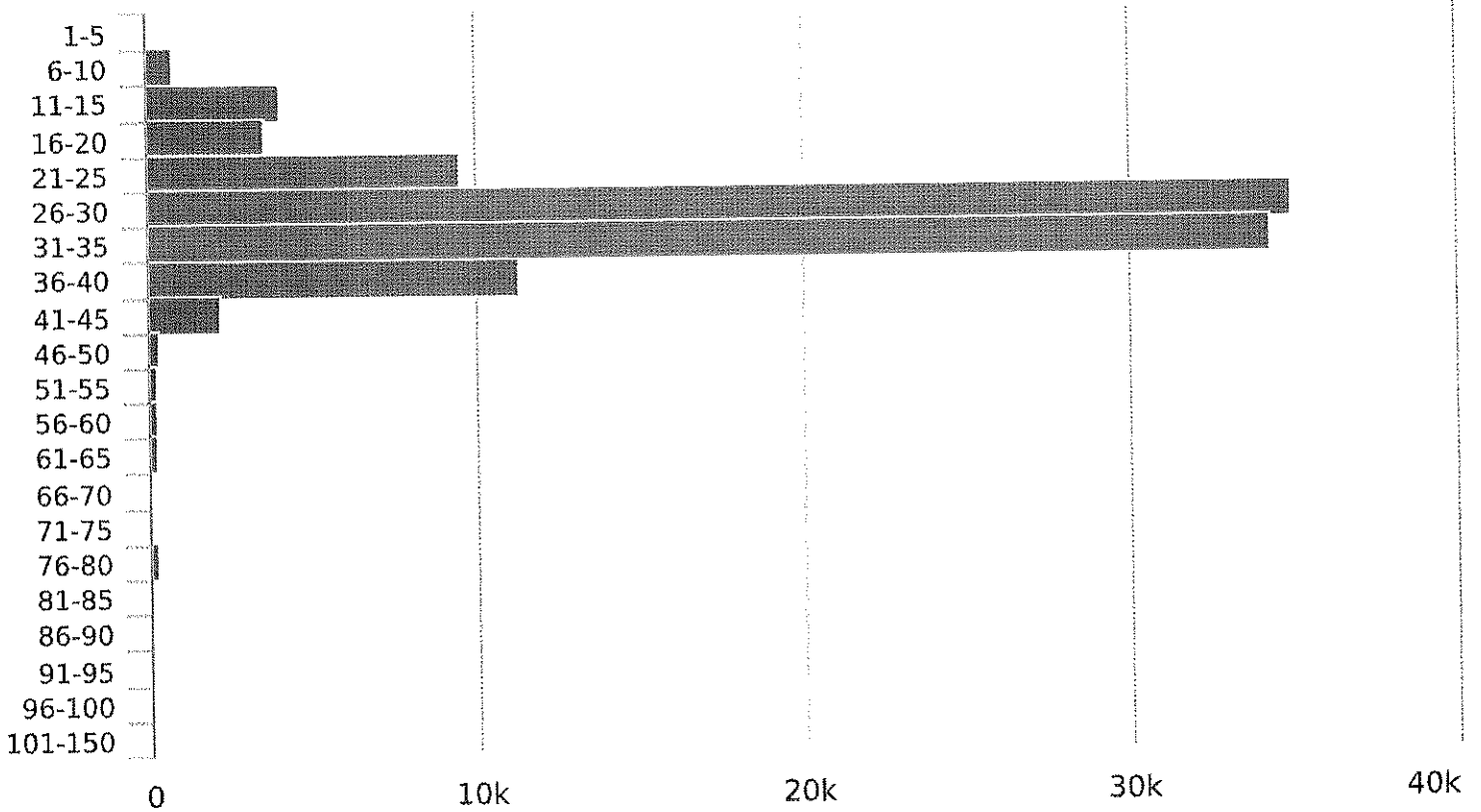
End: 2023-03-15

Times: 0:00-23:59

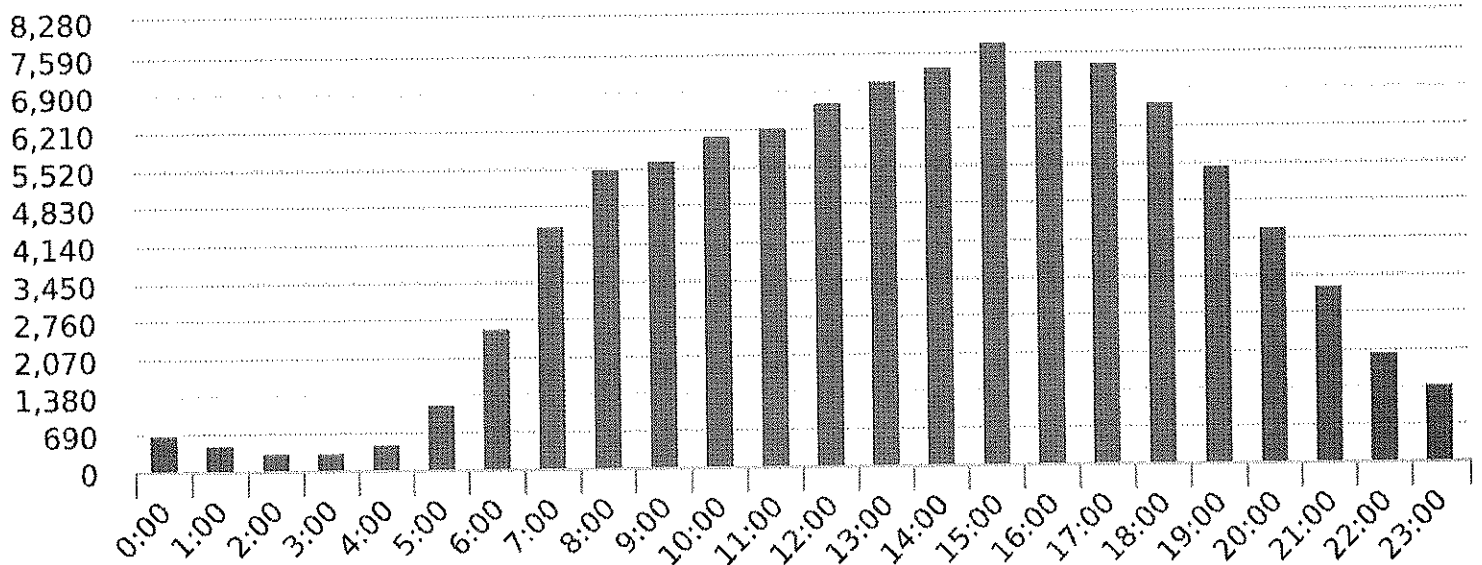
Speed Bins: Size 5, Range 1 to 150

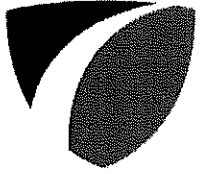
Time View: By Hour (Total Volumes)

**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

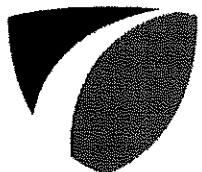
Minimum Speed: 10

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	1538	513	109	26	8	0	0	0	0	0	0	0	0	0	0	30.5	3944
20:00	0	17	46	107	216	827	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	19930	29713	12281	2501	457	110	27	6	1	0	0	0	0	0	0	0	31.3	74041



Start: 2023-03-17

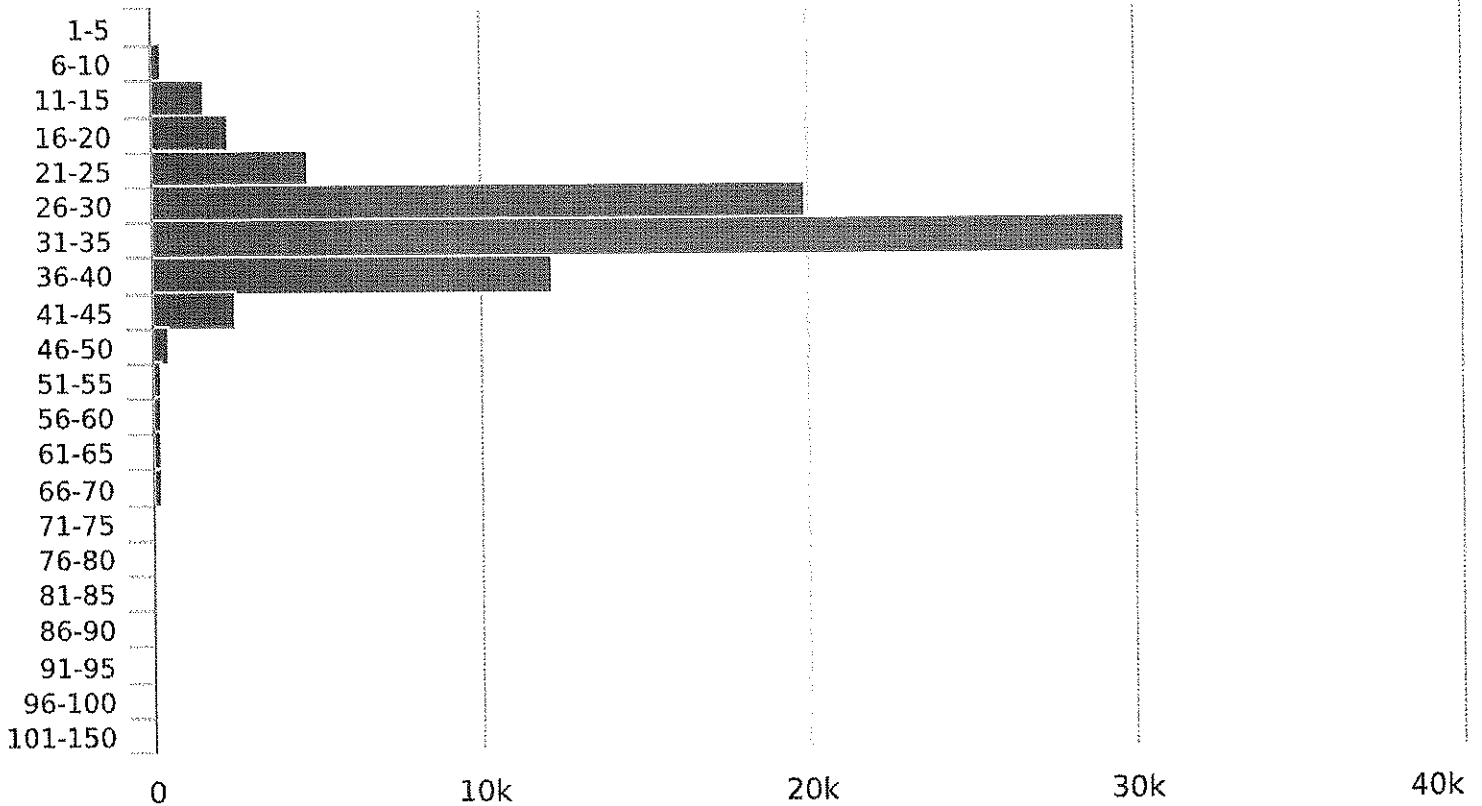
End: 2023-04-17

Times: 0:00-23:59

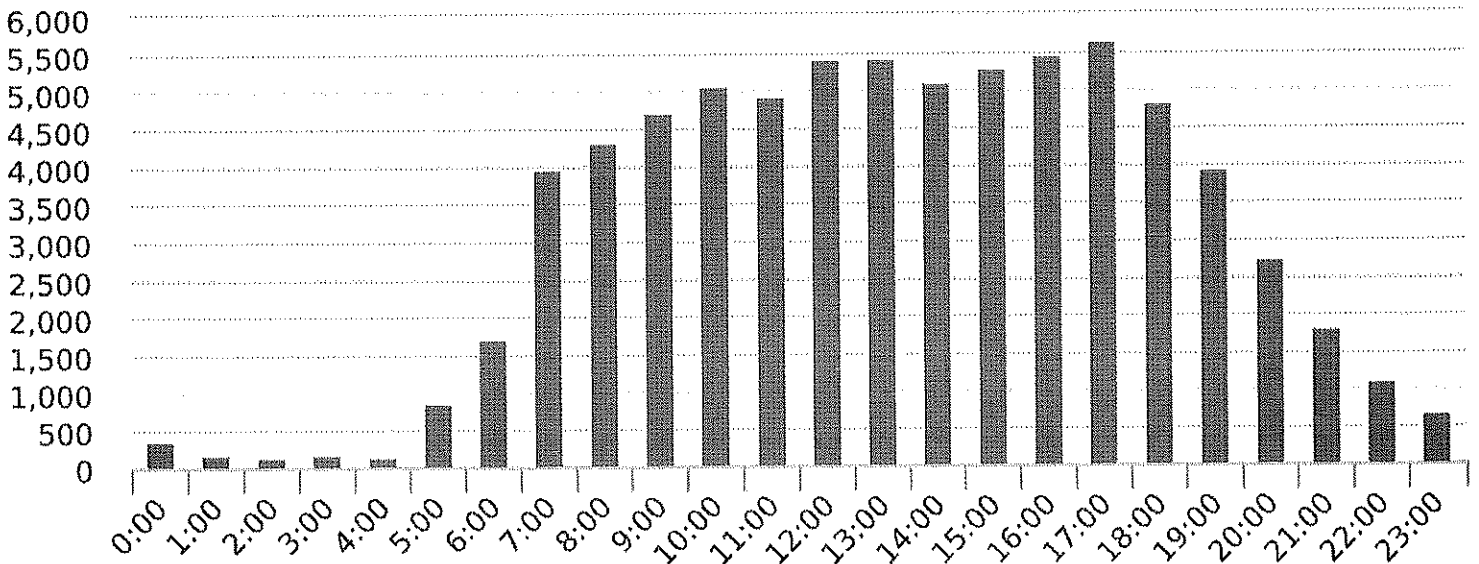
Speed Bins: Size 5, Range 1 to 150

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

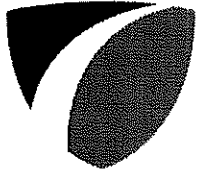
Maximum Speed: 68

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)

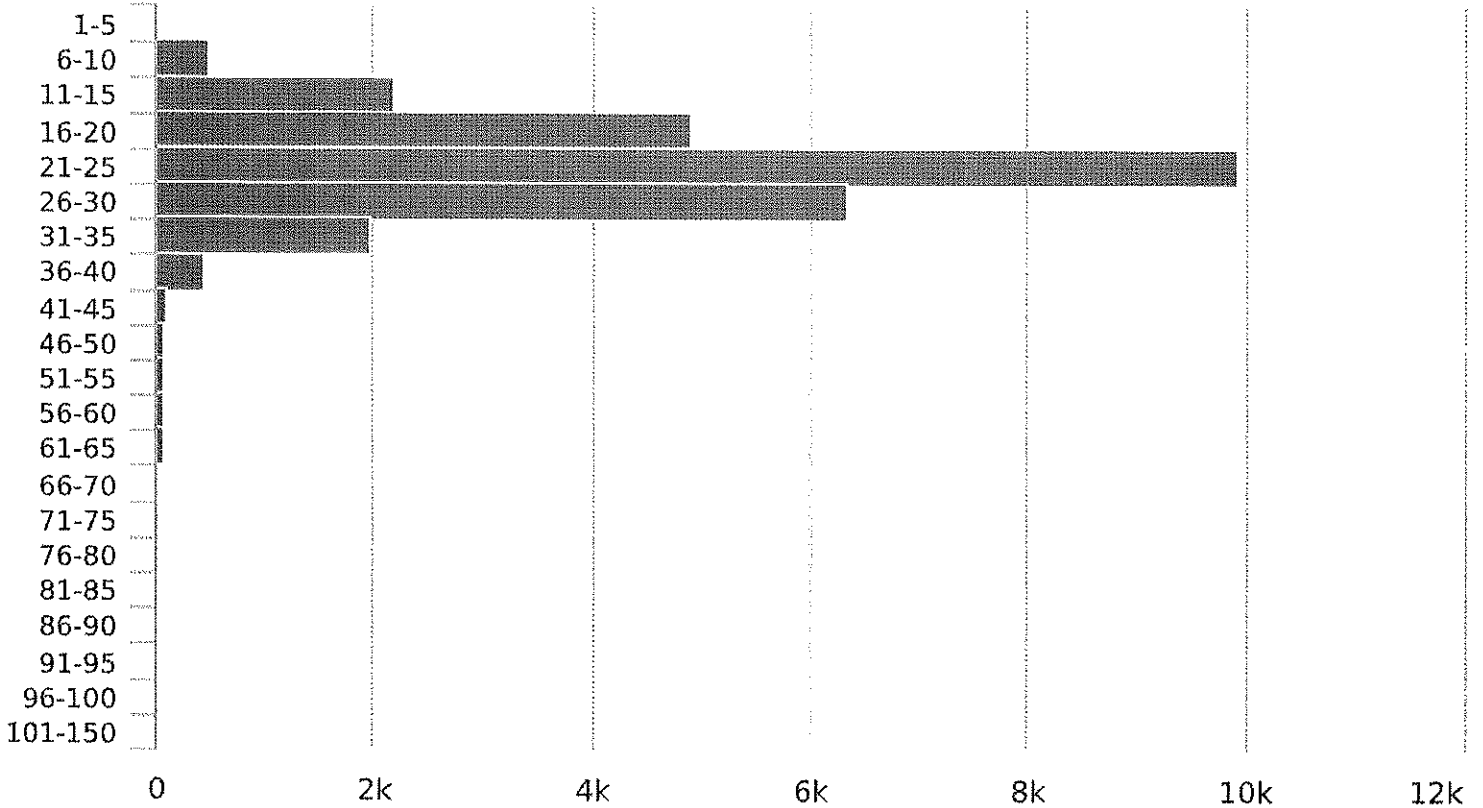
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	2	6	30	35	21	8	3	2	0	0	1	1	0	0	0	0	0	0	0	0	24.0	109
1:00	0	4	12	21	20	21	3	2	1	0	0	0	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	588	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	817	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
<b>Total</b>	<b>0</b>	<b>494</b>	<b>2188</b>	<b>4897</b>	<b>9940</b>	<b>6335</b>	<b>1977</b>	<b>435</b>	<b>92</b>	<b>23</b>	<b>7</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23.3</b>	<b>26394</b>



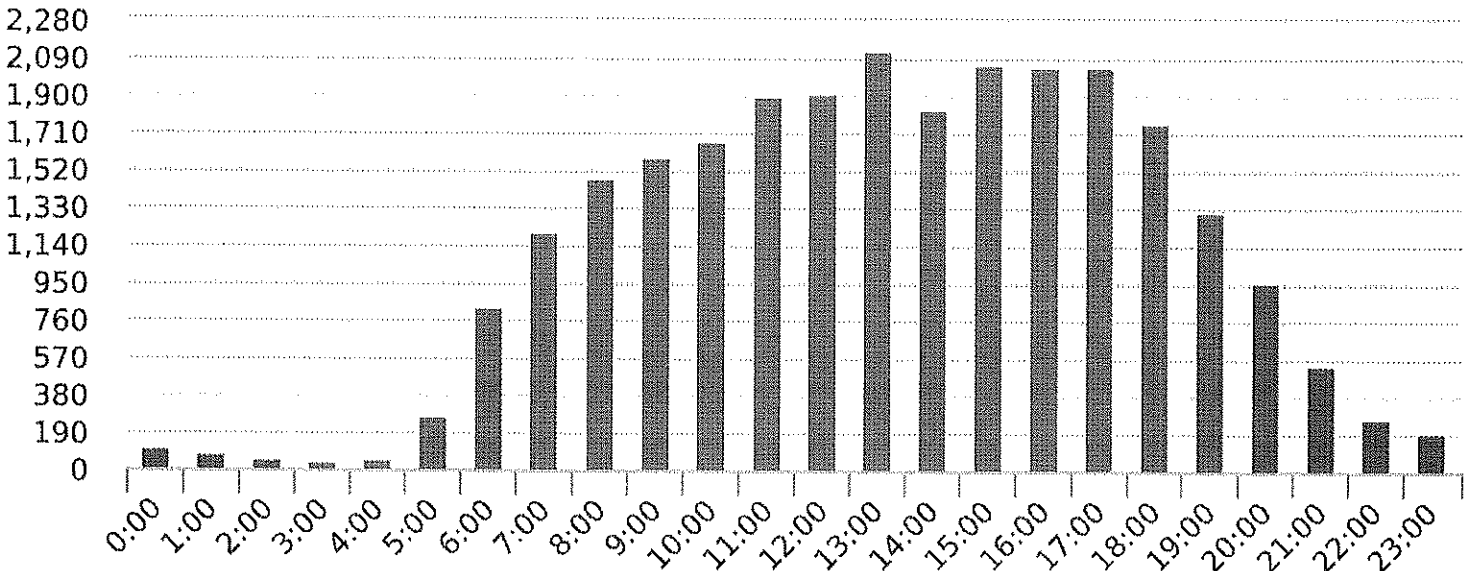
Start: 2023-03-15  
End: 2023-04-17  
Times: 0:00-23:59

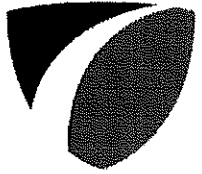
Speed Bins: Size 5, Range 1 to 150  
Time View: By Hour (Total Volumes)

**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



**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.

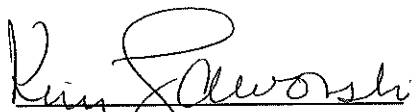
2023 Water Usage Billing

- 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%

## Public Programs Committee Report

Public Meeting April 27th, 2023

Jeanne Grigri : Chair

Jonathan Barbato, Anthony Fini

### Since our last council meeting:

- *Municipal Alliance Senior Luncheon at Telford was well attended and successful. Sandra Schwartz is starting a Senior's Club (55+)*
- *Online form now official for sign-up and payment for membership to the Wenonah Lake Swim Season*
- *Improved and streamlined operations and public communication regarding summer at the lake. (completed edits and updates to previous catalogs, signage, flyers, etc. )*
- *Concluded and confirmed hours of daily operation for Summer Swim Season. Still sorting out dates of special or weekly activities for the calendar.*
- *Had our first "Mayors Wellness Campaign" info meeting combined with Green Team, well attended, will form an official liaison committee.*
- *Earth Day Rain Barrel Workshop, 6 completed barrels distributed. Thank you Dave Kreck and Stephen from Americorp, and all who attended. This earns points for both GT and MWC. We hope to do more.*

### Actions in progress, ongoing, or forthcoming:

- *Continuing to attend WLA meetings:*

  - *WLA voted against Wifi this year as it is cost prohibitive. Money better spent on LG incentives. Borough should consider increasing pay!!!*
  - *Calendar is still somewhat fluid with regard to events. June 10th will be Family Fun Day, Friday night music seems pretty much filled, ONSD getting going, and Haunted Trail will happen*

- *Boro Yard Sale 4/29*
- *Clean Communities May 13th (I'll be away, sorry!!!)*
- *Mayor's Wellness Campaign: Examples of activities current and future-Rain Barrel Workshop, Native plant garden at lake, Municipal Alliance Senior Luncheon, Seniors Club, free yoga or fitness in the park, organized trail walks, nature education, healthy eating presentation at the FM, wellness education presented by WCW or other orgs., bike the borough*

## 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"> <li>• Created mission, vision, and guiding principles; created timeline for overall project.</li> <li>• Identified County CARES Act grant due 1/31 which would be a better fit than the State program for the ADA improvements.</li> <li>• 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</li> <li>• Shared an update at the January WLA meeting.</li> </ul> <p>February:</p> <ul style="list-style-type: none"> <li>• 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)</li> <li>• Dave has secured the services of a Planner. See the separate planned timeline for more information on anticipated schedule.</li> <li>• Set the 4<sup>th</sup> Wednesday of each month as the meeting date for this committee.</li> <li>• The Environmental Commission representative on this committee switched from Julia Horn to Dave Coates.</li> <li>• Plan for the February meeting is to agree on the guiding principles and create a priority list for the Planner.</li> </ul> <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>

	DELAYED: Develop a Master Plan (1,2,3)	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.
Q3	Implement ADA improvements, Revise project plan (1,3)	
Q4	Identify and prepare for 2024 funding.	





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 'ML Willis', is written over the typed name.

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



**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 17<sup>th</sup> at 10AM, and an anticipated contract award at the May 25<sup>th</sup> 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 25<sup>th</sup> Meeting or the June 22<sup>nd</sup> 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 1<sup>st</sup> and September 30<sup>th</sup>.



- 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 24<sup>th</sup> 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 1<sup>st</sup> 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 1<sup>st</sup>.
  - 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 22<sup>nd</sup> 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 13<sup>th</sup> 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)

