

**DRAFT
AGENDA
BOROUGH OF WENONAH
REGULAR BUSINESS MEETING
AUGUST 24, 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

Presentation of Neptune 360

Approval of July 27, 2023, Council Meeting Minutes

III. BUSINESS: RESOLUTIONS & ORDINANCES

ORDINANCE 2023-9: Amending Chapter 72 Land Use Ordinance, section R entitled Solar Energy Systems

ORDINANCE 2023-10: Amending and supplementing Chapter 72 Land Use Ordinance regarding Fencing

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 One Night of Song & Dance event on Saturday 9/9/2023 5-11pm at Wenonah Lake rain date 9/30/2023

Motion to approve the Home & School for Fall Festival in the Wenonah Park Saturday 10/21/2023 11-5pm with a rain date of Saturday 10/28/2023

Motion to approve NJ Firemen's membership application for John Lerner & Russell Levi

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
Gloucester County, New Jersey

Ordinance No. 2023-9

AMENDING AND REPLACING
CHAPTER 72 ENTITLED "LAND USE ORDINANCE,"
SECTION R ENTITLED "SOLAR ENERGY SYSTEMS,"
OF THE CODE OF THE BOROUGH OF WENONAH

WHEREAS, the Borough of Wenonah aims to promote the accommodation of distributed, on-site residential solar energy systems installed to reduce on-site energy consumption and associated equipment. This ordinance does not address utility-scale solar energy systems, intended for the sale of electricity to utilities, industries, and/or businesses; and

WHEREAS, the Mayor and Council of the Borough of Wenonah have determined that certain amendments to the Code of the Borough of Wenonah ("Code") are required.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Wenonah that Chapter 72, Section R of the Code of the Borough of Wenonah, entitled "Land Use Ordinance," is hereby amended as follows (additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

SECTION 1. Section 72-711(R), Subsection Parts (1) and (3) of the Code are hereby amended and supplemented as follows:

(1) Solar energy systems shall be accessory uses to the permitted principal and other accessory uses on a lot and shall not involve the production of power for off-premises consumption nor shall such a use constitute the principal use of any lot. This prohibition shall not be interpreted to preclude the occasional sale of excess power from a solar energy system back to the public electric utility provider, but the systems shall be designed to provide output for a single residential structure and the systems shall be designed to produce no more than ~~0.0050~~ **0.01** Kw per square foot of living space as documented in the property assessment of the structure, provided that all plans and usage shall be subject to the approval of the Fire Marshal and the Construction Official. For systems intended for uses other than the ones stated, or for any commercial projects, site plan approval is required.

(3)(f) ~~Rooftop-mounted solar collectors shall not be located on facades that front or face on a public right-of-way.~~ **DELETED**

SECTION 2. This Ordinance shall take effect upon final passage and publication according to law.

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

SECTION 5. 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 August 24, 2023, and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on _____, 2023.

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

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

**BOROUGH OF WENONAH
COUNTY OF GLOUCESTER**

ORDINANCE NO. 0-2023-10

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 72 ENTITLED "LAND USE"
OF THE CODE OF THE BOROUGH OF WENONAH**

WHEREAS, the Mayor and Committee of the Borough of Wenonah have determined that certain amendments to the Code of the Borough of Wenonah are required.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Wenonah that Chapter 72-711(P) - "Land Use-General Regulations-Fences" - of the Code of the Borough of Wenonah is hereby amended as follows:

SECTION 1. Section 72-711(P)(2)(3)(b)(e)~~2~~[1] of the Code of the Borough of Wenonah is hereby amended and supplemented as follows (Additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

~~(h) An opaque fence extending into any front yard area is allowed. From a clear sight distance standpoint, an opaque fence in the side street front yard area of a corner lot could be opaque up to a height of three (3) feet and not obstruct clear sight distance. A picket fence could be essentially opaque depending on how close the pickets are to one another. A distance of clear space per fence panel must be at least %.~~

[1] For Corner Lots, any fence extending into the front yard area adjacent to a side street is permitted to be an opaque fence up to a maximum height of three (3) feet above the street grade. Furthermore, any portion of such a fence above said height must provide no less than 50% of clear space per fence panel, so as not obstruct clear sight distance at the intersection. Permit Applications proposing such a fence must include evidence that the portion of the fence that exceeds a height of three (3) feet above street grade either meets or exceeds the 50% clear space requirement.

SECTION 2. This Ordinance shall take effect upon final passage and publication according to law.

SECTION 3. If any part of this Ordinance shall be deemed invalid by an administrative agency or court of competent jurisdiction, such decision shall not affect the legality and enforceability of any other provision hereof.

SECTION 4. All ordinances, policies and or procedures or parts thereof in conflict or inconsistent with this Ordinance are hereby repealed, but only however, to the extent of such conflict or inconsistency.

SECTION 5. This Ordinance shall take effect upon final passage and publication as provided by law.

BOROUGH OF WENONAH

ATTEST:

BY: _____
JESSICA S. DOHENY, MAYOR

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 August 24, 2023 and adopted on final reading by the Borough Committee of the Borough of Wenonah at a regular and duly convened meeting held on _____.

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

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

2023 Personnel Committee – July 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. June: Swim program: Still need an assistant manager for the season. Public Works: One laborer resigned late in May. The open position will be filled on June 26 th by Paul Leinhauser as an Assistant Superintendent, providing additional experience and knowledge in water systems.
Q3	Review office staff roles for clarity and opportunity Discuss Public Works training and growth plans	July: no update August: Catherine Lombardo finished her season and Elena Funk was promoted to Assistant Manager. Both Elena and Mike Mix have expressed interest in returning for the 2024 season.
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 for August 2023

Submitted by Brian Nicholson

Submitted Lead service notification report to DEP on August 17. The NJDEP has put a priority on lead pipe replacement. 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 current road project checked over 50 services and only 2 needed to be replaced and they were galvanized pipe not lead. 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.

Sewer rehab project is on hold again due to major equipment problems on Arolds side. We anticipate starting back up Tuesday September 5th. We were able to adjust some details of the project scope of work and add over 1000 feet lining to the project. This project is to help combat the infiltration problem throughout our sewer system. The old pipes and manholes in town have small cracks in them and it allows ground water to enter our system which all get sent to GCUA for treatment. This should help to lower our monthly bill for sewage treatment.

We have started to GIS inventory all stormwater infrastructure. Stormwater is going to take a lot of manpower hours going forward. Dave Kreck, Mike Clark and myself are working together to organize and set up the new programs required by the DEP and I anticipate more regulations in the near future.

Paul Leinhauser has started and I have put a lot on him immediately such as working through the Water meter reads and helping with oversight of the infrastructure jobs.

Update on the new 3-yard dump truck ordered in February, build date for the truck is scheduled for late fall so we probably will not see the truck until after new year.

Started conversation with SEC and US tank for warranty repairs to the tower, we are looking to schedule for late fall.

Replacement of Well 1 and upgrades to Mantua Ave sewer pump station are the next Major projects on the horizon for the utilities departments.

Public Works Monthly Report

Submitted by **Brian Nicholson**, DPW Superintendent

For the month August 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	4	2	2					
Utility Mark Out	55	33	40	38	27	49	65	88					
Water samples For NJDEP	4	4	4	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

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.
- 4 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	60	100	80	40					
Branches collected- cu yds				<u>20</u>	40	40	40	<u>40</u>					

Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	61	29	38	55	48	58	78	54					
# e-waste stops	35	25	29	27	21	33	35	29					

- Indicates combines metal and e-waste

To: Mayor Doheny and Council

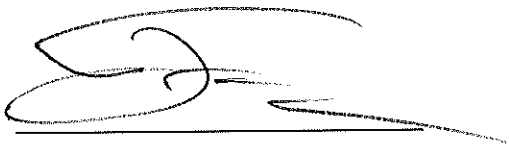
From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for July 2023

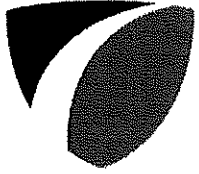
Date: August 8, 2023

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	20	22	13						
Alarm Systems	2	1	3	3	6	7	2						
Animal Rescue													
Assist EMS		1				1							
Brush						1							
Building Fire					1	1							
CO Alarms	2			2		2							
Cover Assignment	1												
Dwelling Fire	1	1		1	2								
Exterior Fumes		2	2			2	1						
Incorrect Dispatch			1										
Interior Fumes		2	1	2	1		2						
Investigation													
Motor Vehicle Crash	2		1		3	1	2						
Rescue/HAZMAT													
Rapid Intervention						1							
Rubbish Fire					1								
Service Assignment		1					2						
Structure Fire				1									
Vehicle Fire		1											
Meetings/Drills	4	4	4	4	5	4	2						
Events				1	1	2	2						
Staff Hours	93.1	83.97	86.24	92.62	136.3	167.0	149.7						



Tim Nessler, Fire Chief



Start: 2023-07-01

End: 2023-08-17

Times: 0:00:00-23:59:59

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	48	28	55	102	31	5	2	1	0	0	0	0	0	0	0	0	0	0	0	24.0	279
1:00	0	15	42	27	34	38	8	7	0	2	0	0	0	0	0	0	0	0	0	0	0	21.3	173
2:00	0	14	56	14	28	20	9	6	0	0	0	0	0	0	0	0	0	0	0	0	0	19.4	147
3:00	0	9	34	13	14	18	15	1	2	1	0	0	0	0	0	0	0	0	0	0	0	21.1	107
4:00	0	3	15	12	36	72	32	11	8	0	0	0	0	0	0	0	0	0	0	0	0	27.1	189
5:00	0	6	27	34	94	66	16	3	0	0	0	0	0	0	0	0	0	0	0	0	0	23.1	246
6:00	0	32	119	86	108	174	69	16	4	0	0	0	0	0	0	0	0	0	0	0	0	22.6	608
7:00	0	30	147	204	357	426	189	26	9	1	0	0	0	0	0	0	0	0	0	0	0	24.3	1389
8:00	0	76	262	325	618	689	286	66	8	1	0	0	0	0	0	0	0	0	0	0	0	23.9	2331
9:00	0	63	265	297	693	619	240	47	2	1	0	0	0	0	0	0	0	0	0	0	0	23.6	2127
10:00	0	52	256	329	661	830	336	80	11	1	0	0	0	0	0	0	0	0	0	0	0	24.5	2556
11:00	0	72	298	338	728	835	355	65	8	1	3	0	0	0	0	0	0	0	0	0	0	24.2	2703
12:00	0	88	382	403	823	1017	398	87	18	2	0	0	0	0	0	0	0	0	0	0	0	24.1	3218
13:00	0	77	319	430	836	882	336	80	14	1	2	1	0	0	0	0	0	0	0	0	0	24.0	2978
14:00	0	59	284	351	919	993	392	90	14	2	0	0	0	0	0	0	0	0	0	0	0	24.7	3104
15:00	0	61	283	402	817	954	357	92	8	0	0	0	0	0	0	0	0	0	0	0	0	24.5	2974
16:00	0	77	325	378	896	1118	445	93	10	3	0	0	1	0	0	0	0	0	0	0	0	24.7	3346
17:00	0	63	239	332	831	1084	406	98	6	2	0	0	0	0	0	0	1	0	0	2	0	25.1	3064
18:00	0	75	262	321	666	796	303	51	4	3	0	0	0	0	0	0	0	0	0	0	0	24.0	2481
19:00	0	70	245	326	709	712	259	47	13	0	0	0	0	0	0	0	0	0	0	0	0	23.9	2381
20:00	0	52	207	273	649	626	189	40	5	5	0	0	0	0	0	0	0	0	0	0	0	23.8	2046
21:00	0	39	116	147	311	284	77	18	4	0	0	0	0	0	0	0	0	0	0	0	0	23.1	996
22:00	0	16	96	96	164	175	70	13	8	2	0	0	0	0	0	0	0	0	0	0	0	23.5	640
23:00	0	19	51	71	131	120	47	11	2	1	0	0	0	0	0	0	0	0	0	0	0	23.4	453
Total	0	1075	4378	5237	11078	12650	4865	1053	160	30	5	1	1	0	0	0	1	0	0	2	0	24.2	40536



Start: 2023-07-01

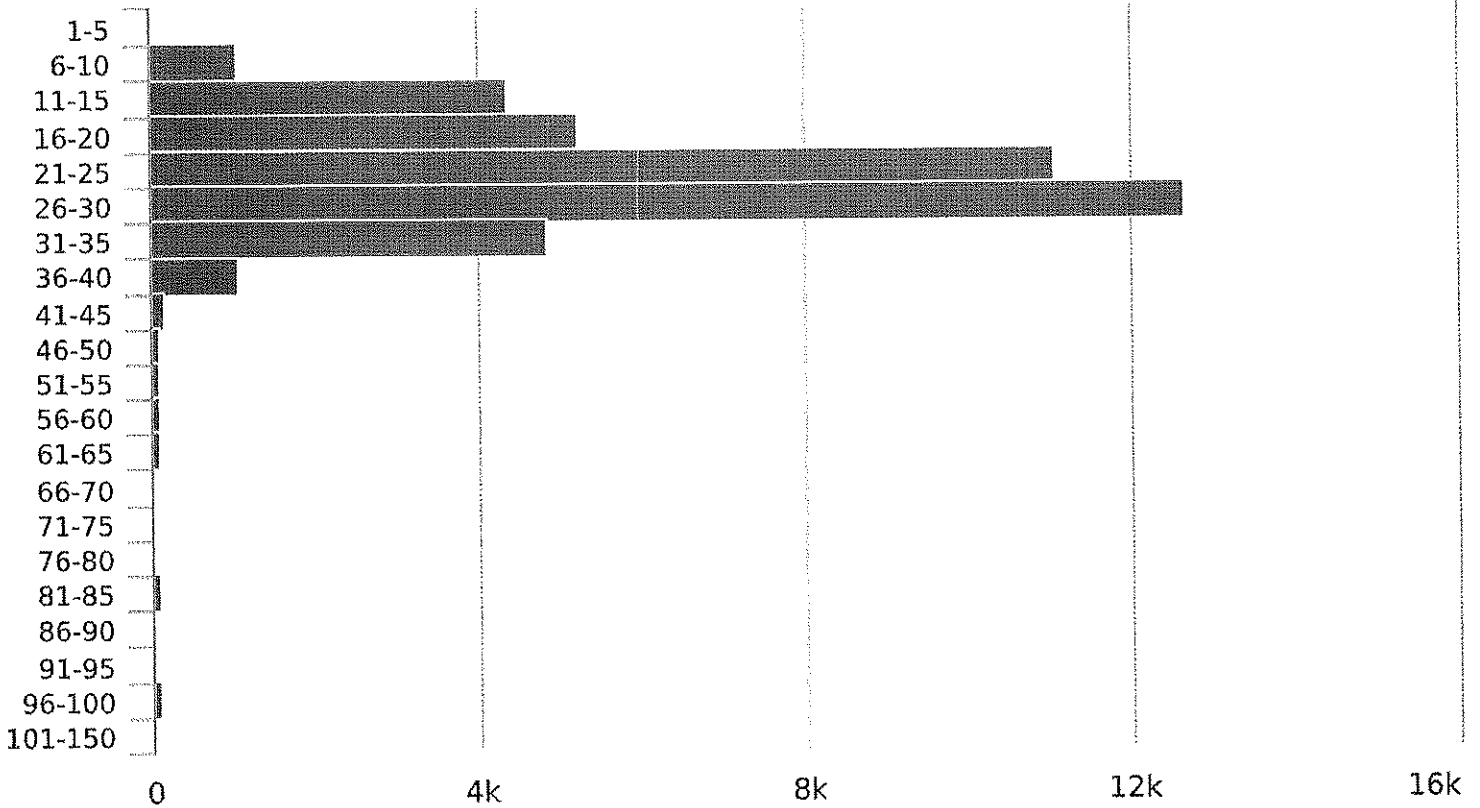
End: 2023-08-17

Times: 0:00:00-23:59:59

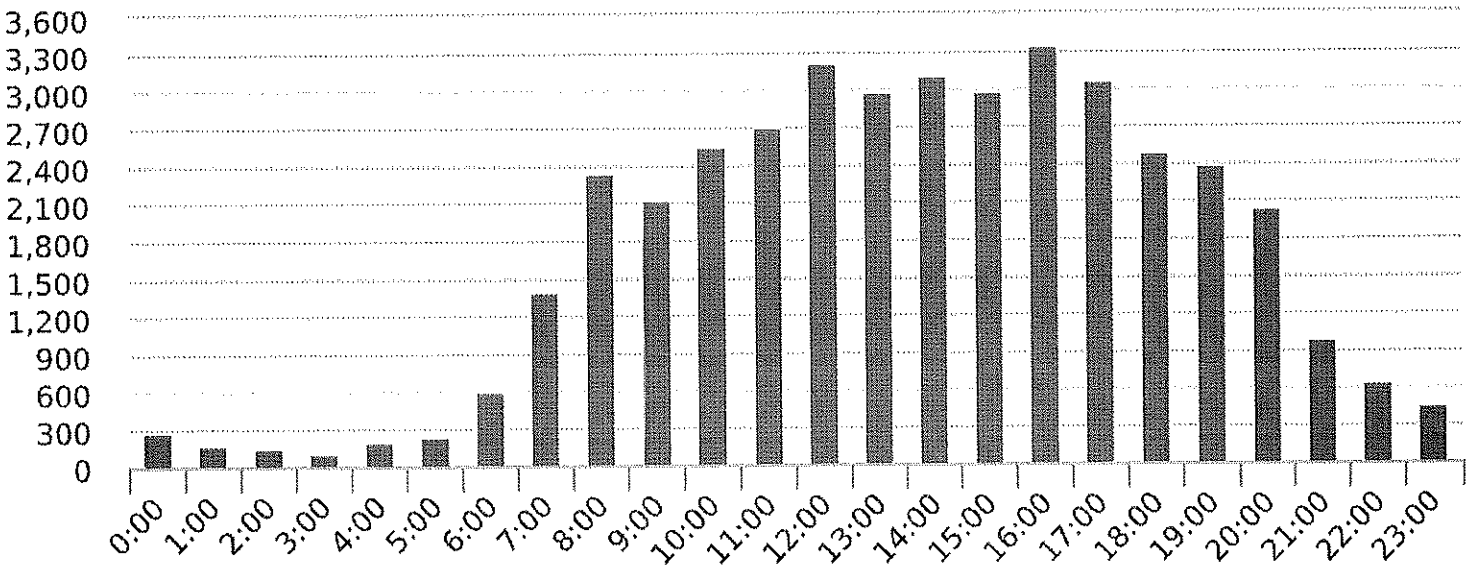
Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-07-01

End: 2023-08-17

Times: 0:00:00-23:59:59

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 48

Speed Limit: 25

Average Speed: 24.14

50th Percentile Speed: 24.7

85th Percentile Speed: 30.14

Pace Speed Range: 21-31

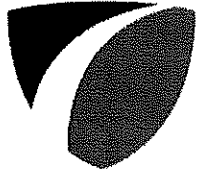
Minimum Speed: 10

Maximum Speed: 98

Display Mode: Unknown, Speed Display

Average Volume per Day: 844.5

Total Volume: 40536



Start: 2023-07-01

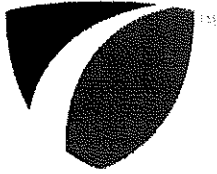
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0:00	0	4	8	14	14	18	20	9	0	0	0	0	0	0	0	0	0	0	0	0	0	25.3	87
1:00	0	1	3	4	4	5	9	1	0	0	0	0	0	0	0	0	0	0	0	0	0	25.4	27
2:00	0	5	5	3	1	3	7	2	0	0	0	0	0	0	0	0	0	0	0	0	0	22.5	26
3:00	0	0	2	2	3	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	25.4	13
4:00	0	3	9	7	6	10	16	3	1	0	0	0	0	0	0	0	0	0	0	0	0	25.0	55
5:00	0	2	8	6	28	63	109	35	10	7	0	0	0	0	0	0	0	0	0	0	0	31.0	268
6:00	0	11	52	34	62	135	160	39	6	0	1	0	0	0	0	0	0	0	0	0	0	27.4	500
7:00	0	14	87	114	190	288	292	116	19	1	1	0	0	0	0	0	0	0	0	0	0	27.4	1122
8:00	0	23	133	190	229	370	407	173	24	2	1	0	0	0	0	0	0	0	0	0	0	27.2	1552
9:00	0	23	142	193	282	380	308	124	26	3	0	0	0	0	0	0	0	0	0	0	0	26.2	1481
10:00	0	25	161	187	289	391	380	133	23	4	0	0	0	0	0	0	0	0	0	0	0	26.5	1593
11:00	0	43	191	233	313	419	372	135	24	6	0	0	0	0	0	0	0	0	0	0	0	25.8	1736
12:00	0	62	193	217	324	448	442	168	34	1	0	0	0	0	0	0	0	0	0	0	0	26.2	1889
13:00	0	39	178	211	319	392	337	123	21	1	0	0	0	0	0	0	0	0	0	0	0	26.6	1621
14:00	0	33	134	188	282	377	292	104	23	2	1	0	2	1	0	0	0	0	0	0	0	26.0	1439
15:00	0	33	173	220	306	417	363	119	18	2	0	0	0	0	0	0	0	0	0	0	0	25.9	1651
16:00	0	31	173	195	308	441	400	155	30	3	1	0	0	0	0	0	0	0	0	0	0	26.5	1737
17:00	0	36	119	156	257	361	356	113	15	4	1	0	1	0	0	0	0	0	0	0	0	26.6	1419
18:00	0	27	114	194	233	324	270	86	13	2	0	0	0	0	0	0	0	0	0	0	0	25.7	1263
19:00	0	18	93	114	204	211	209	73	9	5	0	0	1	0	0	0	0	0	0	0	0	26.0	937
20:00	0	15	63	72	115	154	141	41	9	1	0	0	0	0	0	0	0	0	0	0	0	25.9	611
21:00	0	5	28	28	75	106	52	17	8	0	0	0	0	0	0	0	0	0	0	0	0	26.2	319
22:00	0	4	27	23	30	51	38	10	8	0	0	0	0	0	0	0	0	0	0	0	0	25.6	191
23:00	0	3	13	12	18	31	23	13	3	0	0	0	0	0	0	0	1	0	0	0	0	26.9	117
Total	0	460	2109	2817	3892	5398	5004	1793	325	44	6	0	4	1	0	0	1	0	0	0	0	26.3	21854



Start: 2023-07-01

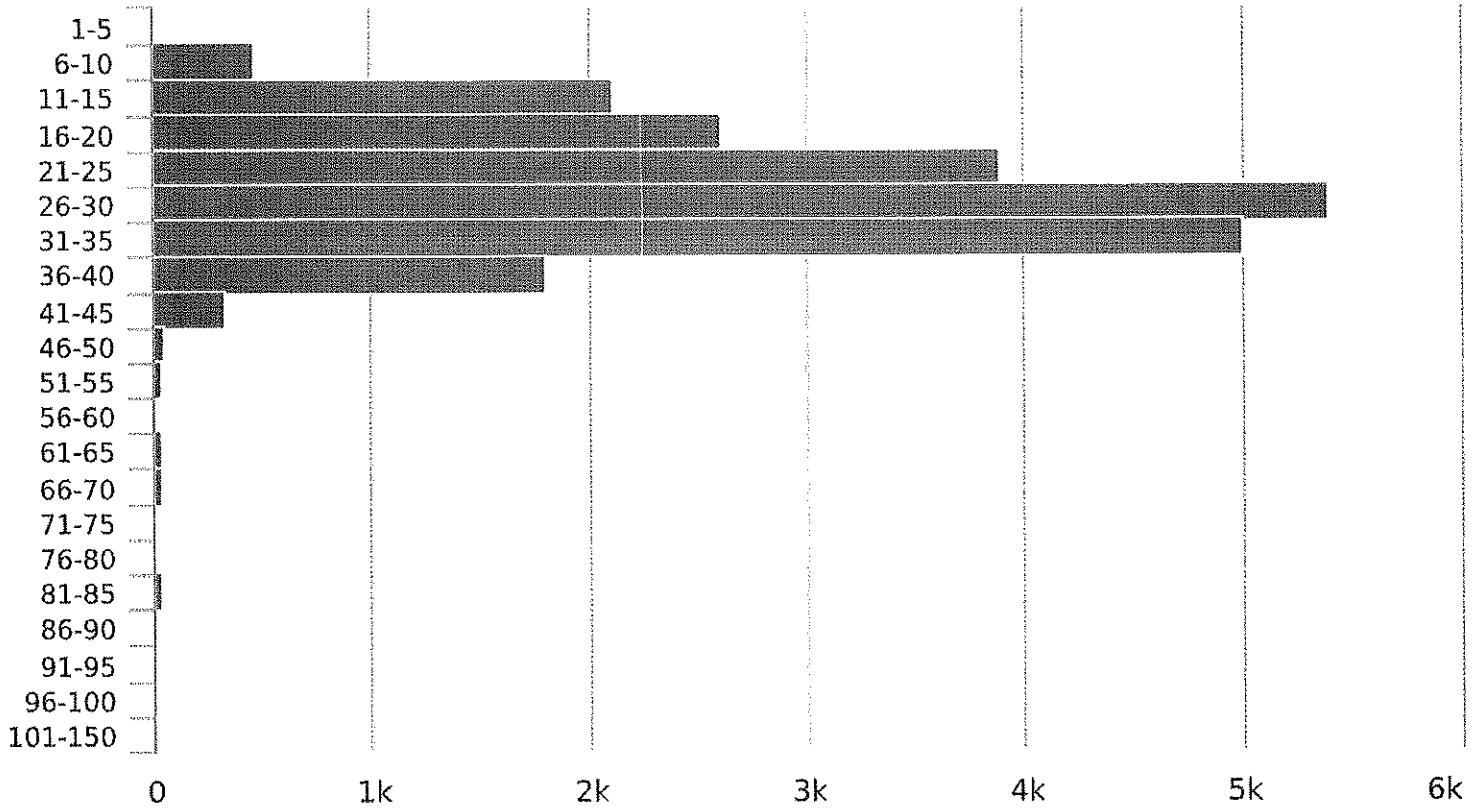
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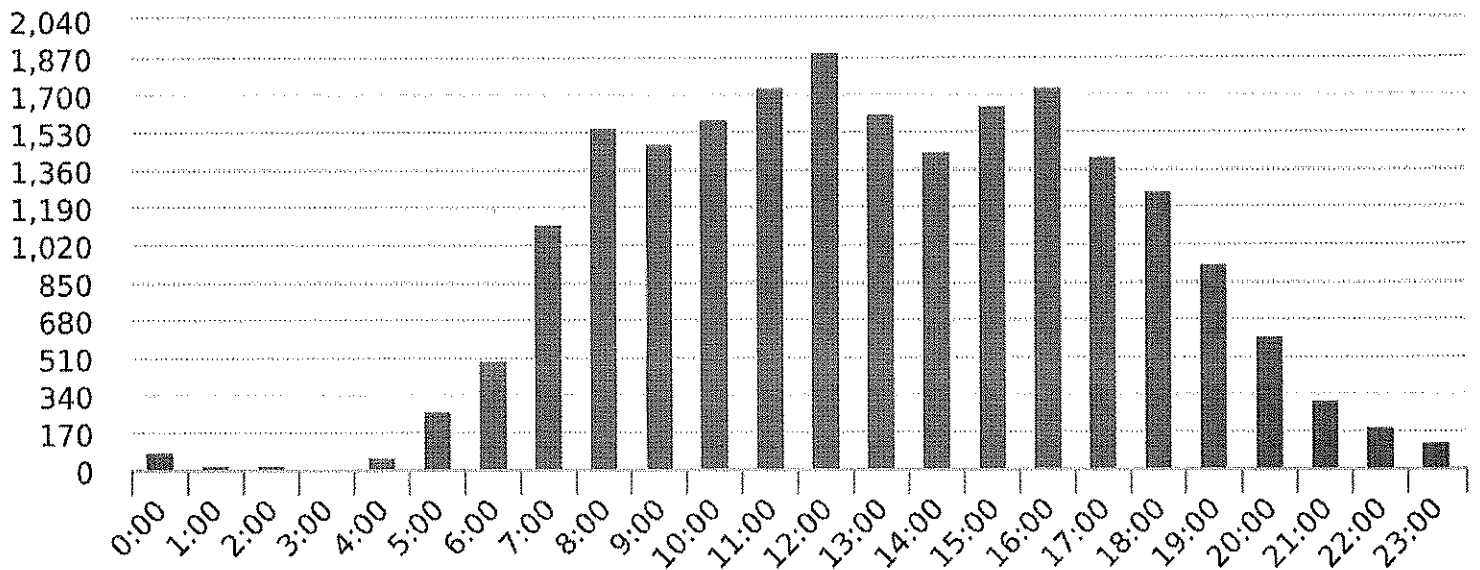
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Speed Range: 1 to 150

Overall Summary

Total Days of Data: 48

Speed Limit: 25

Average Speed: 26.27

50th Percentile Speed: 26.89

85th Percentile Speed: 33.08

Pace Speed Range: 23-33

Minimum Speed: 10

Maximum Speed: 81

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Average Volume per Day: 451.1

Total Volume: 21654



**BOROUGH OF
WENONAH**
NEW JERSEY

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

Committee Chair: Jaclyn Graves

Committee Members: Jeanne Grigri & Susan Mayer

Report for August 24, 2023


- No updates to report.

Respectfully submitted,

Jaclyn Graves, chair

jgraves@boroughofwenonah.com

Current Taxes	July	2023 To Date
Prepaid Taxes / 2024	84.38	84.38
2023 Taxes	363,388.35	4,817,622.02
2022 Taxes	0.00	49,266.96
6% Year End Penalty	0.00	923.52
Arrears	0.00	0.00
Tax Title Liens	0.00	0.00
Interest & Costs	276.82	8,334.49
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	363,749.55	4,876,231.37


Kim M Jaworski
 Tax Collector

Percentage of Collection at July 31, 2023	53.54%
Percentage of Collection at July 31, 2022	54.68%

2023 Lake Park Renovation Committee – July 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 to begin in October. An overview of the project will be posted at the Lake Park once the swimming season starts.</p> <p>June: No contract yet from the County</p>
Q3	<p>Implement ADA improvements, Revise project plan (1,3)</p>	<p>July: No contract yet from the County.</p>
Q4	<p>Identify and prepare for 2024 funding.</p>	



August 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 – August 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 July and first two weeks of August 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: \$90,994.06 (84%)

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:

US Tank has committed to addressing the repairs identified in the inspection report. SCE will contact US Tank this month to schedule and coordinate the repairs for the fall of 2023 after the high demand summer season has concluded. Once the tank is drained for the interior repairs, US Tank will advise the cause of the defects (paint failure or application issue). An exact cause can not be determined at this based on the inspection video, but only once the coating can be examined in person.



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. 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: \$61,079.95 (91%)

Project Scope Overview:

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

Services Provided:

SCE continued construction administration oversight and scheduling with the contractor/Borough during this period which included project reporting of CIPP lining locations, and upcoming manhole rehabilitation locations. Work performed this period which has been observed and reported by SCE inspection staff, includes approximately 6,100 LF of CIPP Lining areas (8,400 LF to date). Note that the contractor has been temporarily unable to continue CIPP efforts as of 8/9 due to equipment malfunction issues anticipated to extend into the last week of August. With this in mind, SCE is currently assessing a realistic schedule extension beyond NJDEP's approved completion schedule of 7/27/2023.

SCE's other tasks performed during this period include direct coordination with the contractor/Borough, post CCTV video review of completed CIPP lined areas and lateral



reinstatement locations, observation staff planning coordination, and minor project SOW limits review/alternate area CIPP substitutions, based on requested Borough consultation.

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 fall 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.

Robert E. Wells, PE
Technical Manager