

BOROUGH OF WENONAH

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JANUARY 25, 2024

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, Cox, Graves, Grigri, Mayer
Solicitor Matthew Lyons, Clerk/Admin Karen L. Sweeney
Absent: Barbato, Fini

Open Public Meetings Act Statement:

Adoption of the Agenda: Cox/Mayer
All in Favor

Open to the public on Agenda items only Cox/Mayer

No comments

Close to the public Cox/Mayer

Motion to Approve: January 4, 2024, Re-organization Meeting Minutes and Dec.6, 2023 Special Meeting
Cox/Mayer
All in favor

Mayor Doheny announced that there will be no public hearing on ordinance 2024-1 as it has been revised.

Motion to approve the following resolutions: (consent agenda)
Council Member Cox/ Council Member Mayer

- RESOLUTION 2024-23 Awarding contract to The Pettit Group, LLC for Engineering Services
- RESOLUTION 2024-24 Awarding contract to Holt McNally & Associates for Auditing Services
- RESOLUTION 2024-25 Awarding contract to Gebhardt & Kiefer for Legal Services
- RESOLUTION 2024-26 Awarding contract to Robert Scharle for CFO Services
- RESOLUTION 2024-27 Awarding contract to Brian Slaugh, for COAH Planner Services
- RESOLUTION 2024-28 Awarding contract to Wilentz, Goldman and Spitzer for Bond Counsel Svc
- RESOLUTION 2024-29 Approving 2023 Tonnage Grant
- RESOLUTION 2024-30 Awarding contract to Suburban Consulting Engineers, Inc for Special Projects Engineering Services
- RESOLUTION 2024-31 Awarding contract to CP Engineers for Special Projects Engineering Services

Roll Call:

Ayes: Cox, Graves, Grigri, Mayer

Nays: None
Abstain: None
Absent: Barbato, Fini

Motion Approved

Motion to Approve: Ordinance 2024-2 Amending Salaries of various Borough officials and Employees for 2024. Cox/Mayer

Roll Call:

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

Motion Approved

Public hearing on Ordinance 2024-2 will be on February 22, 2024

Committee Reports:

Personnel: Susan Mayer - See attached report.

Public Works/Public Buildings & Grounds: Dan Cox - See attached report
Superintendent Brian Nicholson gave a brief summary of his report.

Public Safety: Anthony Fini – absent. See Attached reports. Council Member Graves read summary of speed reports. Brian Hauss read the highlights of Mantua Township Police Department report. Chief Tim Nessler read his year-end report as he was absent for the reorganization meeting. Then read and recognized Drew Sole former fire chief member of the year award.

Finance & Budget: Jackie Graves – See attached reports. Nothing to report.

Legal & Ordinance: Jonathan Barbato – Absent.

Public Programs: Jeanne Grigri See attached report. Bike Safety on March 30, 2024

Engineers Report:

Dave Kreck: See attached Engineer’s detailed report on all projects in town.

Construction began on Wenonah Lake Park on December 14, 2023. Some unexpected problems occurred, a frozen pipe broke that our public works would need to replace, and they will also need to paint before the contractor can move forward. We will also need the addition of a booster pump required as a result of the existing water service not having adequate capacity to operate the flushing of the toilets.

Expect a change order for this additional item.

Moving forward with the video of the storm sewers before we pave our next project.

Motion to Approve: Disbursements

Cox/Mayer

Roll Call:

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

Absent: Barbato, Fini

Motion Approved

Motion to Approve: Approving the Fire Company Member Application for Alexis Boddy and Junior
Member Danielle McNair
All in Favor

Cox/Mayer

Open to the Public:

Cox/Mayer

No comments.

Close to the Public:

Mayer/Cox

Motion to Adjourn: 7:23 pm

Cox/Mayer All in favor

Minutes Submitted,



Karen L. Sweeney, RMC/Admin/Treasurer

Approved: 2/22/2024

2023 Personnel Committee

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

Goals for 2024:

- Swim season staff:
 - Revise salary ranges and incentives to attract staff and cover shifts
 - Revise processes to include February letter to past employees
- 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

	Activities and accomplishments
Q1	January: Hired managers Mike and Elena; Revised salary ordinance and target wages; Working with Finance Committee so budget covers anticipated costs; Worked with Public Works to consider skill sets needed in open positions.
Q2	
Q3	
Q4	

Public Works Monthly report for January 2024

Submitted by Brian Nicholson

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.

Warranty work on the inside of the water tower has begun. The tower is draining and we are running the water system on pressure and temporary tanks. A section of the tank was stripped and sandblasted to bare metal. Then new primer and top coat was applied. Currently the coating system is curing to specs and we anticipate disinfecting and filling of the tank by next week. Water tower was back in service December 21st. A one-year anniversary inspections will be performed to insure coating is adhering as designed.

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

We scheduled a major maintenance project for Lenape Lift station that will be completed in house at a substantial cost savings.

Public works was very busy with weather events this month.

The wind/rain event we lost power to our well and lift station and the crew had to man the lift station with a generator for 3 days till power was restored. They were also busy keeping storm drains cleared of debris and removing trees and branches from the roads.

2 snow events, first was a difficult snow, rain and ice storm with the crew working through the night to keep roads passable. The second event was our first significant snow storm in 2 years with 7 inches of snow. The crew did a great job and was able to get all the roads passable and safe with caution.

Anthony Taraschi submitted his letter of resignation effective December 27th. I would like to thank Anthony for his service to Wenonah over the last 2 years and wish him best at his new job.

Public Works Monthly Report

Submitted by **Brian Nicholson**, DPW Superintendent
For the month January 2024

Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Meters installed	2												
Utility Mark Out	22												
Water samples For NJDEP	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 annual)
- 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	40												
Yard waste													
Branches collected- cu yds													

Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	29												
# e-waste stops	18												

- Indicates combines metal and e-waste



Start: 2023-12-19

End: 2024-01-23

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	5	23	28	46	40	25	9	2	1	1	1	0	0	0	0	0	0	0	0	0	24.5	181
1:00	0	2	10	22	20	20	9	1	3	0	0	0	0	0	0	0	0	0	0	0	0	23.1	87
2:00	0	2	9	10	13	15	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	22.0	53
3:00	0	2	4	9	10	15	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	23.7	45
4:00	0	0	1	2	23	38	20	5	0	0	0	0	0	0	0	0	0	0	0	0	0	27.8	89
5:00	0	4	10	25	45	40	10	3	1	0	0	0	0	0	0	0	0	0	0	0	0	23.7	138
6:00	0	8	25	43	53	52	21	4	1	0	0	0	0	0	0	0	0	0	0	0	0	23.1	207
7:00	0	14	79	88	139	180	101	24	5	0	0	0	0	0	0	0	0	0	0	0	0	24.4	630
8:00	0	34	108	140	203	278	159	37	7	0	0	0	0	0	0	0	0	0	0	0	0	24.5	966
9:00	0	30	126	156	289	352	188	49	16	4	0	0	0	0	0	0	0	0	0	0	0	25.0	1210
10:00	0	30	157	186	376	508	260	79	10	1	0	0	0	0	0	0	0	0	0	0	0	25.3	1607
11:00	0	42	179	201	382	533	271	65	16	1	0	0	0	0	0	0	0	0	0	0	0	24.9	1690
12:00	0	43	233	231	467	571	320	68	14	6	1	0	0	0	0	0	0	0	0	0	0	24.7	1954
13:00	0	41	192	234	507	619	313	65	13	0	0	0	0	0	0	0	0	0	0	0	0	25.0	1984
14:00	0	50	163	218	561	768	374	89	12	1	0	0	0	0	0	0	0	0	0	0	0	25.6	2236
15:00	0	49	161	214	559	674	371	81	13	1	0	0	0	0	0	0	0	0	0	0	0	25.5	2123
16:00	0	44	194	222	457	616	306	51	11	0	0	0	0	0	0	0	0	0	0	0	0	24.9	1901
17:00	0	26	140	216	419	411	146	21	4	0	0	0	0	0	0	0	0	0	0	0	0	23.8	1383
18:00	0	31	133	178	337	345	165	34	4	0	0	0	0	0	0	0	0	0	0	0	0	24.0	1227
19:00	0	28	152	151	309	298	106	19	1	2	1	0	0	0	0	0	0	0	0	0	0	23.3	1067
20:00	0	41	159	161	247	251	87	25	5	2	1	0	0	0	0	0	0	0	0	0	0	22.7	979
21:00	0	36	142	104	139	137	48	15	7	1	0	0	0	0	0	0	0	0	0	0	0	21.6	629
22:00	0	14	59	59	97	105	41	14	2	1	0	0	0	0	0	0	0	0	0	0	0	23.3	392
23:00	0	2	24	25	59	53	26	11	4	2	0	0	0	0	0	0	0	0	0	0	0	25.2	206
Total	0	578	2483	2923	5757	6919	3372	773	151	23	4	1	0	0	0	0	0	0	0	0	0	24.6	22984



Start: 2023-12-19

End: 2024-01-23

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

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 36

Speed Limit: 25

Average Speed: 24.56

50th Percentile Speed: 24.99

85th Percentile Speed: 30.56

Pace Speed Range: 21-31

Minimum Speed: 10

Maximum Speed: 56

Display Mode: Unknown

Average Volume per Day: 638.4

Total Volume: 22984



Start: 2023-12-19

End: 2024-01-23

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	2	8	15	16	15	18	7	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	81
1:00	0	0	4	4	4	11	8	4	0	0	0	0	0	0	0	0	0	0	0	0	0	26.8	35
2:00	0	1	1	1	1	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.4	8
3:00	0	0	0	3	2	7	6	2	0	0	0	0	0	0	0	0	0	0	0	0	0	28.8	20
4:00	0	1	0	2	8	13	14	9	5	0	0	0	0	0	0	0	0	0	0	0	0	31.1	52
5:00	0	1	4	15	25	40	58	27	14	6	0	0	0	0	0	0	0	0	0	0	0	31.0	190
6:00	0	3	11	13	39	87	111	62	15	4	0	1	0	0	0	0	0	0	0	0	0	30.8	346
7:00	0	11	28	61	87	255	291	136	31	6	0	0	0	0	0	0	0	0	0	0	0	30.0	906
8:00	0	10	52	84	124	247	326	158	38	3	1	0	0	0	0	0	0	0	0	0	0	29.5	1043
9:00	0	8	56	78	114	222	253	121	37	4	0	0	0	0	0	0	0	0	0	0	0	28.8	893
10:00	0	7	67	116	186	244	292	132	33	1	2	0	0	0	0	0	0	0	0	0	0	28.2	1080
11:00	0	11	92	115	190	273	313	125	25	5	1	0	0	0	0	0	0	0	0	0	0	27.6	1150
12:00	0	19	109	128	184	347	338	162	27	4	1	0	0	0	0	0	0	0	0	0	0	27.7	1319
13:00	0	16	83	112	173	294	318	154	20	1	0	0	0	0	0	0	0	0	0	0	0	27.9	1171
14:00	0	18	72	119	177	293	287	123	19	1	0	1	0	0	0	0	0	0	0	0	0	27.6	1110
15:00	0	10	63	119	192	314	309	166	26	6	1	1	0	0	0	0	0	0	0	0	0	28.4	1207
16:00	0	10	52	71	137	280	320	119	17	2	0	1	0	0	0	0	0	0	0	0	0	28.7	1009
17:00	0	3	30	76	154	225	205	72	11	2	0	0	0	0	0	0	0	0	0	0	0	27.9	778
18:00	0	10	36	59	147	219	170	65	11	3	1	0	0	0	0	0	0	0	0	0	0	27.7	721
19:00	0	4	33	57	108	142	135	33	9	1	0	0	0	0	0	0	0	0	0	0	0	27.2	522
20:00	0	4	34	35	67	101	111	30	2	1	0	0	0	0	0	0	0	0	0	0	0	27.0	385
21:00	0	2	15	38	44	81	65	15	1	0	0	0	0	0	0	0	0	0	0	0	0	26.6	261
22:00	0	3	5	18	34	38	29	17	3	0	0	0	0	0	0	0	0	0	0	0	0	27.3	147
23:00	0	1	6	9	15	21	15	10	4	0	0	0	0	0	0	0	0	0	0	0	0	27.5	81
Total	0	155	861	1348	2228	3771	3993	1750	348	50	7	4	0	0	0	0	0	0	0	0	0	28.3	14616



Start: 2023-12-19

End: 2024-01-23

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

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 36

Speed Limit: 25

Average Speed: 28.22

50th Percentile Speed: 28.83

85th Percentile Speed: 34.57

Pace Speed Range: 25-35

Minimum Speed: 10

Maximum Speed: 60

Display Mode: Unknown, Speed Display

Average Volume per Day: 403.2

Total Volume: 14515



Start: 2023-12-19

End: 2024-01-23

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	3	13	28	47	28	9	2	1	0	0	0	0	0	0	0	0	0	0	0	0	22.7	131
1:00	0	0	11	9	20	16	7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	22.8	64
2:00	0	1	7	13	13	6	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.0	43
3:00	0	0	4	6	11	10	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.9	40
4:00	0	0	7	12	15	19	8	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.0	62
5:00	0	4	24	41	61	54	20	9	2	0	0	0	0	0	0	0	0	0	0	0	0	23.6	215
6:00	0	17	70	118	200	130	44	6	4	1	0	0	0	0	0	0	0	0	0	0	0	22.6	590
7:00	0	23	83	245	451	313	89	16	3	1	0	0	0	0	0	0	0	0	0	0	0	23.3	1224
8:00	0	15	100	229	517	336	74	15	1	0	0	0	0	0	0	0	0	0	0	0	0	23.2	1287
9:00	0	36	118	275	652	425	101	30	2	0	0	0	0	0	0	0	0	0	0	0	0	23.3	1639
10:00	0	27	140	335	697	484	139	20	3	0	0	0	0	0	0	0	0	0	0	0	0	23.4	1845
11:00	0	36	146	311	727	507	141	20	3	0	0	0	0	0	0	0	0	0	0	0	0	23.4	1891
12:00	0	35	151	394	767	472	132	23	6	2	0	0	0	0	0	0	0	0	0	0	0	23.1	1982
13:00	0	33	157	366	766	482	127	20	4	2	0	0	0	0	0	0	0	0	0	0	0	23.1	1957
14:00	0	33	142	345	741	467	138	25	2	1	0	0	0	0	0	0	0	0	0	0	0	23.3	1894
15:00	0	35	127	318	787	559	161	19	5	1	0	0	0	0	0	0	0	0	0	0	0	23.7	2012
16:00	0	43	162	354	786	518	168	35	9	3	0	0	0	0	0	0	0	0	0	0	0	23.5	2078
17:00	0	29	165	364	697	366	101	25	2	0	0	0	0	0	0	0	0	0	0	0	0	22.6	1749
18:00	0	49	159	310	474	304	106	29	3	1	0	0	0	0	0	0	0	0	0	0	0	22.4	1435
19:00	0	18	112	216	354	202	60	13	4	0	0	0	0	0	0	0	0	0	0	0	0	22.4	979
20:00	0	22	85	219	265	173	64	16	2	0	0	0	0	0	0	0	0	0	0	0	0	22.5	846
21:00	0	12	80	119	197	98	28	9	1	1	0	0	0	0	0	0	0	0	0	0	0	21.9	545
22:00	0	4	28	66	102	62	36	9	6	0	0	0	0	0	0	0	0	0	0	0	0	24.0	313
23:00	0	4	26	49	72	52	29	6	1	0	0	0	0	0	0	0	0	0	0	0	0	23.7	239
Total	0	478	2117	4742	9419	6083	1794	349	64	13	0	0	0	0	0	0	0	0	0	0	0	23.1	25080



Start: 2023-12-19

End: 2024-01-23

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

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 36

Speed Limit: 25

Average Speed: 23.11

50th Percentile Speed: 23.12

85th Percentile Speed: 28.12

Pace Speed Range: 19-29

Minimum Speed: 10

Maximum Speed: 50

Display Mode: Unknown

Average Volume per Day: 696.1

Total Volume: 25060



Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



Darren E. White
Chief of Police

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

Arthur D. Hayes
Lieutenant

William D. Murphy
Lieutenant

Brien J. Hauss
Lieutenant

January 25, 2024

To: Ms. Mayor and members of the Borough Council
From: Chief White

Re: Workshop report

- We are working on getting everything together to send one officer to the class 2 police academy. These officers have full police powers and do carry firearms, they just do not work full-time. They are very helpful for special events, the farmers market, 4th of July, or anything else where we need additional officers.
- Motor vehicle thefts are up all over the country, including in this area. Please lock your doors. For certain cars, using a faraday box/bag (for more info. - <https://faradaybag.com/>) for your key fob to avoid somebody copying the signal can be helpful. Also, please do not keep your keys near any exterior wall of your house. Suspects use a relay method where one person stands near the house to copy the key's RF signal and then relay to another person standing near the car. After it is copied, they then have access to the car. RF signals have a limited reach so if they are not near the exterior wall, then the signal will not reach far enough for a person to copy.
 - Vehicle burglaries are still an issue all over as well. Locking your doors generally prevents this from happening.
- If you know anybody who uses the CubeSmart (old K-Mart) or Mantua Self Storage (next to the Mantua PD), please have them check their storage bins. We recovered rooms full of property that was stolen from burglarized bins and we are trying to locate owners of it. We did make an arrest for this.
- Everything went relatively well during the recent storm. Although the roads were slippery it was not overwhelming for us.
- We are working on updating our CPR certifications so that we can best serve our residents.
- We donated the money we received by Mantua officers from "No Shave November (and December)" to support a brother officer in Collingswood who is battling cancer.
- We will finally have two more cars on the road with our updated logo. Two cars were ordered in 2022 still have not arrived or even been scheduled to be built. However, we found a different dealer that was able to provide us with two cars that we were approved to order in 2023. The supply has still not caught up with demand from covid.



Incidents Summary List

Reporting Period : 12/01/2023 - 01/04/2024

	Mantua Police Department	Total
911 Hang Up	1	1
Added Patrol	55	55
Burglar Alarm Activation	4	4
Burglary, Entering	1	1
Choking	1	1
Community Policing	5	5
Disabled Motor Vehicle	1	1
Dispute	2	2
Disturbance	1	1
Domestic	1	1
Fall Victim	3	3
Fire Alarm System	2	2
Fireworks Complaint	2	2
Foot Patrol	1	1
Found Item	2	2
Harassment	1	1
Hazardous Road Condition	1	1
Investigation	3	3
Lock Out	3	3
Medical Emergency	7	7
Motor Vehicle Complaint	2	2
Motor Vehicle Crash	4	4
Motor Vehicle Stop	15	15
Noise Complaint	3	3
Notification/Informational	5	5
Parking Enforcement	1	1
Property Check	58	58
Public Assist	1	1
Radar Enforcement	10	10
Respiratory Emergency	1	1
School Crossing	7	7
Solicitation	1	1
Speak To Officer	1	1
Special Detail	1	1
Stroke	1	1
Suspicious Incident	2	2
Suspicious Motor Vehicle	5	5
Suspicious Person	1	1
Theft	1	1
Traffic Detail	2	2
Well Being Check	3	3
Total	222	222

To: Mayor Doheny and Council

From: Tim Nessler, Fire Chief

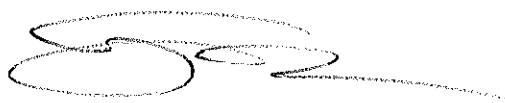
Subject: Incident and Activities Report for December 2023

Date: January 5, 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	17	19	24	20	18	204
Alarm Systems	2	1	3	3	6	7	2	2	6	6	3	6	47
Animal Rescue													0
Assist EMS		1				1					2	1	5
Brush						1							1
Building Fire					1	1				1			3
CO Alarms	2			2		2		2		3	1		12
Cover Assignment	1										2		3
Dwelling Fire	1	1		1	2			1	1	1	1		9
Exterior Fumes		2	2			2	1	5	2	1			15
Incorrect Dispatch			1										1
Interior Fumes		2	1	2	1		2	1	2		3	3	17
Investigation													0
Motor Vehicle Crash	2		1		3	1	2	1		3	1	3	17
Rescue/HAZMAT													0
Rapid Intervention						1							1
Rubbish Fire					1				1				2
Service Assignment		1					2		2	1	2		8
Structure Fire				1								1	2
Vehicle Fire		1										1	2
Meetings/Drills	4	4	4	4	5	4	2	4	4	4	4	2	45
Events				1	1	2	2	1	1	4	1	1	14
Staff Hours	93.1	83.97	86.24	92.62	136.3	167.0	149.7	135.8	94.67	210.1	126.2	127.6	1504

The company assisted Woodbury Heights with a fully involved vehicle fire and a working detached structure fire this month. We also had the pleasure of escorting Santa through town on the Tuesday evening prior to Christmas.



Tim Nessler, Fire Chief

To: Mayor Doheny and Council

From: Tim Nessler, Fire Chief

Subject: Incident and Activities Report for The Year 2023

Date: January 5, 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	17	19	24	20	18	204
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Brush						1							1
Building Fire					1	1				1			3
CO Alarms	2			2		2		2		3	1		12
Cover Assignment	1										2		3
Dwelling Fire	1	1		1	2			1	1	1	1		9
Exterior Fumes		2	2			2	1	5	2	1			15
Incorrect Dispatch			1										1
Interior Fumes		2	1	2	1		2	1	2		3	3	17
Investigation													0
Motor Vehicle Crash	2		1		3	1	2	1		3	1	3	17
Rescue/HAZMAT													0
Rapid Intervention						1							1
Rubbish Fire					1				1				2
Service Assignment		1					2		2	1	2		8
Structure Fire				1								1	2
Vehicle Fire		1										1	2
Meetings/Drills	4	4	4	4	5	4	2	4	4	4	4	2	45
Events				1	1	2	2	1	1	4	1	1	14
Staff Hours	93.1	83.97	86.24	92.62	136.3	167.0	149.7	135.8	94.67	210.1	126.2	127.6	1504

Year End Report

This year the Wenonah Volunteer Fire Company celebrated 135 years of dedicated service to the Borough of Wenonah and our surrounding communities. While firefighting has changed dramatically in those years, the backbone of our company's success is still found in the dedicated men and women who selflessly give their time and talents to the service of their neighbors. This year we were in service 204 times, 145 of which were emergency responses. Automatic fire alarms, fumes investigations, and car crashes were our most common calls this year. The other 59 times in service should

serve as a reminder that the company is not busy only when the sirens sound, but in the hours of training, maintenance, and community engagement. That number does not include hours of office work and firehouse management done by both the line and executive officers. I am pleased to report there were no fires within the Borough this year that resulted in damage to homes or businesses.

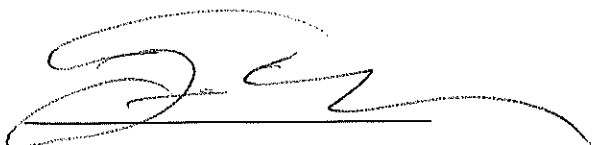
Three new members joined our ranks this year, and two of our members (Anthony Ayers and Jack Lerner) completed their Firefighter I training at Camden County Fire Academy. We stood by proudly while two of our members were sworn in as career firefighters in other jurisdictions. Ryan Sole was sworn in as a firefighter in the Borough of Glassboro and Justin Marchuk began his career with the Deptford Fire Department. Both men continue to volunteer their time serving in the Wenonah Fire Company. Jackie Graves completed her Engineer's training this year and is now certified to drive both trucks. An extra thanks to Asst. Chief Pedersen and Chief Sole for their time and effort in seeing her through her training. A number of our members encountered substantial personal challenges this year, but they continued to serve with distinction and with the support of their brothers and sisters in the company.

This year we expanded our century-long partnership with the Woodbury Heights Fire Department. We now operate together on all responses, have increased our mutual training, and support each other in non-incident related activities. This partnership provides both boroughs with an additional layer of protection and gives our members the ability to be a part of a larger team. We also further solidified our relationship with the Westville and National Park Fire Departments, both operationally through the Rapid Intervention Teams and combined efforts to reach potential members through Gateway Regional High School. The company also responded to Deptford and Mantua Townships to assist on working fires this year.

I want to acknowledge and thank Chief Richard Black for his years of service as the Emergency Management Coordinator. Rich assisted the Borough, and the Fire Company with the many complexities of the Emergency Management System. We are looking forward to working with Rob Blaker in the future. Our solid relationship with Mayor and Council, the Mantua Police Department, and Wenonah Public Works is a further reflection of the effective partnerships that make Wenonah such a safe and enjoyable place to live. Above all, I thank the men and women I have the honor of leading. You are the very essence of what makes Wenonah unique and special.

I am pleased to report all Borough owned equipment, including the fire apparatus are in excellent working condition and are current on all required maintenance and certification schedules.

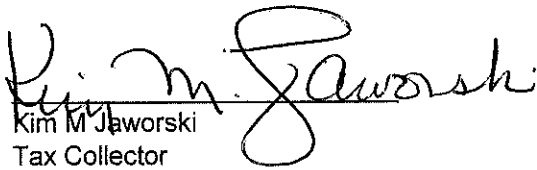
Best wishes for a safe and successful 2024.

A handwritten signature in black ink, appearing to read 'Tim Nessler', with a long horizontal flourish extending to the right.

Tim Nessler, Fire Chief

#NAME?

Current Taxes	December	2023 To Date
Prepaid Taxes / 2024	46,328.74	84,521.58
2023 Taxes	34,123.93	9,032,300.99
2022 Taxes	0.00	88,177.84
6% Year End Penalty	0.00	2,562.26
Arrears	0.00	0.00
Tax Title Liens	0.00	0.00
Interest & Costs	602.41	19,523.07
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		0.00
Bankruptcy & Foreclosure Fees		0.00
Total Receipts	81,055.08	9,227,085.74


Kim M. Jaworski
Tax Collector

Percentage of Collection at December 31, 2023	99.04%
Percentage of Collection at December 31, 2022	99.00%



**BOROUGH OF
WENONAH**
NEW JERSEY

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

Committee Chair: Jaclyn Graves

Committee Members: Jeanne Grigri & Susan Mayer

Report for January 25, 2024

- No updates to report.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jaclyn Graves".

Jaclyn Graves, chair

jgraves@boroughofwenonah.com

Public Programs Committee Report
Public Meeting January 25th, 2024

Jeanne Grigri : Chair
Jonathan Barbato, Anthony Fini

Goals for 2024:

- **Wenonah Lake Summer Swim** program - build upon last year's success and continue to boost membership and usage for recreation as well as summer education and entertainment in collaboration with the WLA and/or others
- Continue to maintain strong ties with all **volunteer organizations** in town and support increased **communication** among the various groups as well as their communication to us and to the community at large
- Continue to plan **Mayors Wellness** events and work toward our Healthy Town designation
- Seek to broaden **environmental awareness** throughout the community through education, communication and facilitation

<i>Programs/Events/Activities/Organizations</i>	<i>Past Month</i>	<i>In progress/ ongoing/ upcoming</i>
<i>Mayor's Wellness Campaign</i>	<i>Nutrition Tips with registered dietician Claire Rudden took place on 1/18 Thanks to Claire, the Mayor, and all who attended.</i>	<i>Next up is Bike Safety on March 30th right after Easter Egg hunt! Continue to document events (photos and/or reports). Volunteer organizations are ACTIVE!</i>
<i>Wenonah Lake Summer Swim and Recreation</i>	<i>Preparations to assure a strong season have begun</i>	



THE PETTIT GROUP, LLC
Engineering • Architecture • Planning

VIA E-MAIL ONLY

January 24, 2024

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

**RE: Monthly Engineering Report
Borough of Wenonah
Public Meeting: Thursday January 25, 2024
Project Number WNOE012T**

The following report summarizes the status of the various projects authorized by the Mayor and Borough Council:

I. CONSTRUCTION PROJECTS:

2023 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. The Contractor has addressed the following non-compliant construction in N. Jefferson Avenue:

- A. The replacement of non-compliant ADA Ramps.
- B. The replacement of driveway aprons that were not installed per plan.

The Contractor has agreed to reimburse the Borough for the required Engineering & Inspection fees pursuant to the completion of this corrective work.

2. The Contractor has not completed the relocation of a new inlet and replacement of adjacent curbing that was incorrectly installed on Jefferson Avenue, south of Buttonwood Street. This work is scheduled for late March 2024.

3. To eliminate any potential conflicts with the Elementary School, the following non-compliant construction shall be addressed in Clinton Avenue while the Elementary School is out of session for Spring Break (March 29th to April 3rd):

- A. The replacement of all non-compliant ADA Ramps.
- B. The replacement of all driveway aprons that were not installed per plan.

The Contractor has agreed to reimburse the Borough for the required Engineering & Inspection fees pursuant to the completion of this corrective work.

4. The NJDOT Post-construction Design Exception Reports for both Clinton Avenue and Jefferson Avenue have been preliminarily completed and will be submitted to NJDOT upon their finalization.
 - A. The submission of the abovementioned Design Exception Reports shall secure the Borough's eligibility to receive NJDOT Grant Reimbursement.
 - B. The Contractor has committed to reimbursing the Borough for the work effort required to complete said Reports.
5. The Contractor is currently addressing the Project Punchlist.
6. Upon completion of the Punchlist work and replacement of non-compliant construction in Clinton Avenue, our office shall prepare the final Contract Closeout Documents and forward to the Contractor along with a request for the 2 Year Maintenance Bond.

JOHN AND KATHY HOWARD PARK AT WENONAH LAKE:

1. Construction began on December 14th and a substantial amount of site work has been performed to date, including the completion of the concrete paved ADA Parking spaces, the concrete ramps and sidewalks, and asphalt paving restoration. Consequently, our office has submitted a recommendation to Council for the approval of the first contract payment.
2. We alert Council of a forthcoming Change Order that would include the following:
 - A. The addition of a Booster Pump required as a result of the existing water service not having adequate capacity to operate the automatic flushing mechanisms should all toilets be flushed simultaneously.
 - B. As-built quantity adjustments for asphalt restoration and concrete paving.
3. Permit Applications for the proposed Plumbing and Electrical work have been submitted to the Construction Code Office.
4. It is our understanding that the County has approved an additional \$20,000 grant allocation and has extended the deadline for project completion to February of 2025. An amendment to the original Grant Agreement will soon be forwarded by the County for execution by the Borough.
5. We will coordinate the purchase of the basketball backboards and accessible picnic benches with the Borough Clerk, Public Works Supervisor, and the CDBG Office.
6. Our office remains available to assist in the development of a Master Plan for the Park property.



II. GENERAL MUNICIPAL ENGINEERING:

2024 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. The field survey, preliminary engineering, and preliminary cost estimates for the roadway improvements for the 2024 Borough Infrastructure Improvement Project have been completed.
2. Our office, in conjunction with the Public Works Department, has performed an initial assessment of the required utility improvements within the project limits and have determined the following:
 - A. Water main and water service replacement is required for N. Clinton Avenue, from Poplar Street to Mantua Avenue.
 - B. It is suspected that all water services in Synnott Avenue, Poplar Street, Stockton Avenue and Princeton Avenue are comprised of copper piping. Regardless, it is recommended that all water services be investigated, i.e. test pitted, to confirm.
 - C. All sanitary sewer laterals in N. Clinton Avenue containing "J" traps should be replaced with new "T" style cleanouts.
 - D. Although there is no adverse history of sanitary sewer issues in N. Clinton Avenue, Public Works will attempt a video inspection of the existing sanitary sewer pipe to assess its condition.
 - E. It was noted that the existing storm sewers in Synnott Avenue, Poplar Street, Stockton Avenue and Princeton Avenue are comprised of Corrugated Metal Pipes and therefore, our office is coordinating a video inspection of the existing storm pipes to assess their condition.

Upon completion of the aforementioned pipe video inspections, our office will complete preliminary utility design and cost estimates for review with the Borough CFO to determine the scope of work and bonding amount required for the 2024 Infrastructure Improvement Project

3. Once the scope of work is fully identified, our office will provide a proposal for the preparation of bid plans and specifications, bidding/award of contract, and construction related services for the 2024 Borough Infrastructure Improvement Project.

2025 INFRASTRUCTURE IMPROVEMENT PROJECT:

1. Now that \$316,851 in NJDOT Municipal Aid funding for North Clinton Avenue has been secured, our office will work with the Public Works Committee on the identification of additional roadways that could potentially be included in the 2025 construction contract
 - A. Due to the potential 2025 utility improvements for the replacement of both the Mantua Avenue Pump Station and Water Well #1, combined with the potential NJDOT Local Aid Infrastructure project for Maple Street, it was decided that the selection of additional roadways be the subject of a future budget meeting.



2023 NJDOT LOCAL AID INFRASTRUCTURE PROGRAM (MAPLE STREET)

1. No Change Since Last Report.

FUTURE LOCALLY FUNDED ROADWAY IMPROVEMENTS

1. The following roadways comprise the current list of local roadways in need of improvements based upon their current conditions (in no specific order):
 - A. S. Princeton Avenue, from Mantua Ave to East Cherry Street
 - B. S. Princeton Avenue, from East Willow St. to East Cedar St.
 - C. East Pine Street, from Clinton Avenue to Marion Avenue
 - D. West Willow Street, from Jefferson Avenue to Dead End
 - E. West Cedar Street, from Southwest Avenue to Dead End west of Jefferson Avenue
2. Utility investigations shall also be completed to assist in the evaluation, prioritization, and development of the scope of work for each roadway.
3. Our office will be meeting with the Public Works Department to inspect the condition of the Borough Roadways and subsequently update the list of local roadways in need of improvements
4. A potential project that would entail the crack sealing of recently paved roadways for preservation purposes was discussed at the November 30, 2023 Public Works Meeting. Our office will review the scope and feasibility of the project with a local contractor for cost estimating purposes.

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. No Change Since Last Report.



SANITARY SEWER SYSTEM

1. Public Works has notified our office that the Mantua Avenue Pump Station has been experiencing issues and considerations should be made for its possible replacement and/or upgrade in the Year 2025 to an above-ground pump station.
 - A. The project would also entail the extension of a new sanitary sewer force main from the Lenape Pump Station which would allow for the abandonment of the existing cast iron force main that runs through the Conservation Lands.
 - B. It is recommended that a sewer bypass system be incorporated into the scope of the project to facilitate future pump station maintenance.
 - C. It is further recommended that the scope of the Mantua Avenue Pump Station project include the installation of a communication system for all Borough Pump Stations for purposes of facilitating maintenance activities and emergency responses.
2. As a result of the success of the sanitary sewer lining project in preventing infiltration of groundwater, considerations should be made for the possible lining of the sanitary sewer interceptor manholes located in the southwest quadrant of the Borough.
3. We are investigating various Grant opportunities to fund the pump station infrastructure improvements needed to provide sewer service to the residents on north Woodbury-Glassboro Road.
4. The existing sewer lateral at #204 North Marion Avenue has a number of displaced joints which are causing frequent clogs and therefore, a new sewer lateral connection is required.

GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)

1. No Change Since Last Report.

BOROUGH WATER DISTRIBUTION SYSTEM UPGRADES

1. Water Distribution System upgrades for the Year 2024 appear to be limited to the replacement of existing water main and water services in N. Clinton Avenue, from Poplar Street to Mantua Avenue.

BOROUGH WATER TOWER AND WELLS

1. Our office defers detailed status reports on the corrective work being performed at the Borough Water Tower to Suburban Consulting Engineers (SCE).
2. The replacement of Well #1 was discussed during the November 30, 2023 Public Works Meeting and, based upon its condition, it was determined that a project for the replacement of Well #1 should be planned for construction in the Year 2025.



- A. For cost savings purposes, considerations should be made for combining the Well #1 Replacement project with the project for the upgrade of the Mantua Avenue Pump Station.

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 the Year 2023 was approximately 60.30 million gallons, which is over 10 million gallons below the Annual Allocation Limit of 72.07 million gallons.

BOROUGH WATER SYSTEM RECORD KEEPING

1. Our office will be updating the Borough's Water System Mapping to address numerous discrepancies between the Borough's current maps and the actual water system infrastructure identified during construction of the 2023 Infrastructure Improvement Project.

STORM SEWER SYSTEM

1. The Public Works Department has completed temporary spot repairs to the existing storm sewers at the following locations:
 - A. Adjacent to the inlet at E. Pine Street and S. Clinton Avenue.
 - B. Adjacent to the inlet at the northeast corner of Maple Street and Northwest Avenue.It is suspected that portions of the existing storm sewer pipes may need to be replaced. Therefore, we will coordinate a video inspection of the existing pipes with the Public Works Department to confirm their condition.
2. The storm pipe, located between the inlet at the corner of Southeast Avenue and Cedar Street and the pipe outfall within the Conrail ROW, is partially filled with debris but currently functioning. Therefore, we will continue to monitor the condition of the pipe with the cooperation of the Public Works Department.

NJPDES STORMWATER DISCHARGE PERMIT (MS4)

1. Our office shall complete the updates to the Borough's 2023 Stormwater Pollution Prevention Program (SPPP) in preparation for the filing of the 2023 Annual Report
 - A. In preparation for the above, a meeting to review the 2023 Maintenance Manual with the Public Works Department is tentatively scheduled for the month of February.



- B. As required by the MS4 Permit, a copy of the completed 2023 Stormwater Pollution Prevention Program (SPPP) shall be forwarded to the Borough for website posting.
2. The NJDEP's Model Tree Removal/Replacement Ordinance has been finalized. The Ordinance contains optional language that requires input from the Borough. We have since forwarded the Model Ordinance to the Ordinance Committee with a recommendation that input from the Shade Tree Commission be obtained as it pertains to the optional language.
3. The NJDEP has delayed the requirement for adoption of the Salt Storage Ordinance and Tree Removal/Replacement Ordinance to May 1, 2024.
4. The NJDEP amendments to the Borough's Stormwater Control Ordinance (SCO) must be adopted and in effect no later than July 18, 2024. Our office will prepare the Amended SCO and coordinate its adoption with the appropriate parties, including the Borough Solicitor, Ordinance Committee, Gloucester County Planning Department, and the Combined Planning Board.
5. The geo-referenced CAD file of the Borough's MS4 Map now includes the Borough wide inlets, outfalls, stormwater easements, surface conveyance facilities, and boundaries of the Library Rain Garden and Public Works Maintenance Yards.
 - A. The MS4 Map is now being updated to include the various stormwater manholes and pipes. We will solicit the assistance of the Public Works Department with documentation of these items as necessary.
 - B. Once the geo-referenced CAD file is complete, the NJDEP will convert the CAD file into the Borough's ArcGIS Map. The MS4 Map must be completed and submitted to NJDEP by December 2025.
6. A field meeting with the Public Works Department was held on Thursday December 14th to review the new inspection requirements and to complete an inspection of the Borough Outfalls which are required for the Year 2023.

SOUTHWEST AVENUE DRAINAGE PROBLEM

1. Our office has reviewed measures with the Public Works Department to address a drainage problem at the southern terminus of Southwest Avenue which would entail the clearing of a drainage swale that had been blocked by debris, most likely from the 2021 Tornado.
2. The 2023 MS4 Stormwater Permit requires that this drainage swale be inspected and maintained on a regular basis.



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.
 - D. #3 Shawnee Drive Drainage Easement
 - E. Eldridge Trail entrance

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.

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.
 - A. Our office will reach out to a local Pavement Striping and Marking Contractor to obtain a rough cost estimate for such work.
2. We have contacted the Camden County Engineer's Office regarding the Traffic Calming Measures recently installed in Clements Bridge Road for their possible incorporation into the Maple Street Project to aid in offsetting the anticipated loss of the existing speed humps.

ORDINANCE MODIFICATIONS

1. Please see "NJPDES STORMWATER DISCHARGE PERMIT (MS4)" regarding the adoption of the following Ordinances:
 - A. Salt Storage Ordinance.
 - B. Tree Removal/Replacement Ordinance.
 - C. Amended Stormwater Control Ordinance (SCO).



VACATION OF ALLEY BETWEEN MONROE AVENUE AND CORSONS ALLEY

1. It is our understanding that the Borough is contemplating the vacation of a Borough owned Alley located to the rear of the properties fronting upon Mantua Avenue, between Monroe Avenue and Corsons Alley.
 - A. Our office has solicited two (2) professional land surveyor proposals for the deed research and survey services required to facilitate the vacation of these public lands and have forwarded same to the Borough.

III. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:

AT&T CELLULAR ANTENNAE INSTALLATION

1. We are in receipt of AT&T's plans for the installation of a new Generator and will review the plans to determine whether the proposed improvements fall within the scope of the prior Planning Board approval and the modifications that are permitted by the applicable Federal and State Statutes.

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. Re-organization meeting was held on January 22nd.

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)





January 19, 2024

Via Electronic Mail (ksweeney@boroughofwenonah.com)

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

Attn.: Karen Sweeney, Administrator/Clerk

Re.: Borough of Wenonah, County of Gloucester, State of New Jersey
Professional Engineering Services
Monthly/Project Status Report – December 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 December 2023 and first two weeks of January 2024 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:

The interior coating was applied the week of December 4, 2023 with thickness and holiday testing performed on December 13, 2023. The tank was disinfected on December 14, 2023 and then filled. Water quality samples were taken and passing results were received on December 26, 2023. The tank was returned to service on December 27, 2023. SCE provided part-time construction observation at critical milestones and our services were paid for from an escrow account established by US Tank.

The manufacturer will warranty the entire interior coating of the tank (remaining original coating and new coating at repaired areas) for one-year from completion of the repairs. US Tank to perform a one-year anniversary inspection of the repairs in late 2024.



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 and P10302.051

Project Scope Overview:

SCE provided our proposal to the Borough for their consideration on October 16, 2023. The proposed project scope includes drilling a replacement well for Well No. 1, new chemical feed systems for disinfection and sequestration/corrosion control, a well house building, backup generator and all associated appurtenances. Due to NJ I-Bank requirements, SCE prepared two proposals: one for planning and design services; and the other for bidding and construction services as required by the I-Bank.

II. SANITARY SEWER SYSTEM

A. SANITARY SEWER AND MANHOLE REHABILITATION – BID AND CONSTRUCTION

SCE-R11851.021

Total Authorization: \$66,910.00
Billed to Date: \$66,906.19 (100%)

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 with the contractor/Borough during this period which included final invoicing payment recommendation/change order preparation, along with NJDEP coordination of contract close out documents .



B. SANITARY SEWER ASSET MANAGEMENT PLAN

SCE-R10301.011

Total Authorization: \$62,350.00
Billed to Date: \$62,201.20 (99.8% 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 sewer AMP is in the process of being updated for finalization to reflect the recently completed sewer rehabilitation efforts (SCE Project R11851.021 as described above). SCE will deliver the completed report in January 2024.

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