

# BOROUGH OF WENONAH

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OCTOBER 24, 2024

## COUNCIL MINUTES – BUSINESS MEETING

Call to Order: 6:30 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,  
Solicitor Matthew Lyons, Clerk/Admin Karen L. Sweeney  
Absent: Graves, Grigri, Mayer

Open Public Meetings Act Statement:

Adoption of the Agenda: Cox/Fini

### PRIVILEGE OF THE FLOOR (Agenda items only)

Open to the Public on Agenda items only: Cox/Fini  
Resident Alex Pozza 100 S. Monroe asked how much the bond was for. Mayor Doheny indicated \$80,000.  
Close to the public Cox/Fini

Motion to Approve: September 26, 2024, Business Meeting Minutes Cox/Fini  
All in favor

Motion to Approve: 1<sup>st</sup> read ORDINANCE 2024-11 Approving Bond Ordinance providing  
for the purchase and installation of playground equipment in the amount of \$80,000 Cox/Fini

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

Motion to Approve: 1<sup>st</sup> read ORDINANCE 2024-12 Amending Chapter 5, Animals and Fowl Cox/Fini

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

**COMMITTEE REPORTS:**

- Personnel: Susan Mayer – See attached report. Absent
- Public Works/Public Buildings & Grounds: Dan Cox – See attached reports. Councilman Cox indicated that leaf season is upon us and leaf pick up will start on October 21, 2024.
- Superintendent Brian Nicholson - verbally summarized the details in his report.

**See attached reports:**

- Public Safety: Anthony Fini – Councilman Fini read the summary of speed reports. Fire Chief Nessler nothing to add to his written report Chief White, Mantua Township Police Department, read the highlights of his report. We will be on high alert for mischief night coming up.
- Finance & Budget: Jackie Graves – See attached tax collection report. Absent.
- Legal & Ordinance: Jonathan Barbato – No report.
- Public Programs: Jeanne Grigri- See attached report. Absent
- Engineers Report: Dave Kreck – See attached report for all projects going on in town. Bids for the 2024 infrastructure improvement project were opened on October 1. A contract was awarded to Landberg Construction for Synnott Avenue on October 7. Wenonah applied for a lake lowering permit. The intention is to allow volunteer groups the opportunity to organize work parties for the clearing of debris from the lake shores. During a recent site inspection of the outfall structure we noted that there is no longer a controlling device which is a necessary improvement for lake lowering operations. We need to address this during the time the lake is lowered. We are still looking at options for the traffic calming and safety measures for the Maple Street project. Residents are starting to notice bus stop signage for NJ Transit Bus Stops on Mantua Avenue. The bus stops are official, now that the county has adopted a resolution for the designations on Mantua Avenue.
- Shade Tree Report: Gary Odenbrett – Absent - No report

Motion to Approve: Disbursements

Cox/Barbato

Roll Call:

Ayes: Barbato, Cox, Fini,

Nays: None

Abstain: None

Absent: Graves, Grigri, Mayer

Motion Approved

**Other Business:**

Discussion on the Best Practices Inventory (BPI) and scoring summary requirements from Local Finance Notice (LFN). There was a total of 52 scored questions (Core Competencies + Best Practices) for a total of 46.5 points. The Borough of Wenonah had a score of 40/50 (a score above 35 means no withholding of State Aid).

Motion to Approve: Street closures on Thursday October 31, 2024:  
Danny’s Deli from 4-9 pm, first block of East Avenue and Mantua Ave.

Cox/Fini  
All in Favor

Motion to Approve: Street closures on Friday November 29, 2024:  
Woman’s Club for the Turkey Trot.

Cox/Fini  
All in Favor

Motion to Approve: Street closures on Saturday December 7, 2024, for the Holiday Market on South East Avenue, 10am-2pm. Rain date will be Sunday December 8, 2024

Cox/Fini  
All in Favor

**OPEN TO THE PUBLIC:**

Cox/Fini  
All in Favor

Sarah Harbold, 301 S. Princeton Avenue, spoke on behalf of the Lake Association. She expressed the need for volunteers to help with the haunted trail.

**CLOSE TO THE PUBLIC:**

Cox/Fini

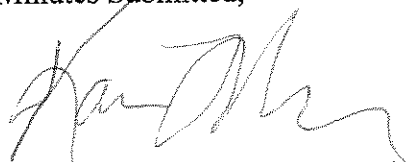
Mayor Doheny wanted to make a couple comments; as some questions have come up around the Mayors Wellness campaign. She wanted to clarify for everyone who might be in the room, or listening online, that this is a free program. There is no budget for that program, so there is no cost to the taxpayers whatsoever, to operate. It is completely volunteer and, if we get enough points, we qualify for grant funding.

The mayor also wanted to acknowledge the many partners we share service agreements with and thank them. She stated she was really very proud of Wenonah. When attending the Mayor's Conference last year, one of the sessions was about Shared Services and educating municipalities on how they can save money by sharing services. Wenonah already does this, and it is really one of the things that allows our community to thrive and maintain its independence. The mayor also wanted to thank Logan Township for trash/recycling collection. The County does a lot of services for us, including EMS and EMS dispatch, Tax assessment services and appeals, Municipal Court, as well as Mantua Township for our police, code enforcement for our construction permits and inspections, landlord permits, our salt storage, and free leaf disposal (private Mantua farm), yard waste disposal (West Deptford) as well as Jetting services (Woodbury Heights.) Mayor Doheny stated that we should talk about these things to make sure the community understands how we are working very hard to try to do our best on a tight budget and that we are very appreciative of the relationships we have within the county that help us be able to do that.

Motion to Adjourn: 6:48 pm

Cox/Fini  
All in favor

Minutes Submitted,



Karen L. Sweeney, RMC/Admin/Treasurer

Approved: Nov. 21, 2024

**2024 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

<b>Activities and accomplishments</b>	
Q1	<p><b>January:</b> 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.</p> <p><b>February:</b> Outreach to last year’s guards is anticipated in late February/early March.</p> <p><b>March:</b> Outreach to last year’s guards completed. All management staff identified. Managers hired and expect to have two Assistant Managers hired by mid-April. Will reach out in early April to local schools for new guards. Huda is doing a great job of organizing all aspects of communicating and hiring staff and scheduling the open-water certification.</p>
Q2	<p><b>April:</b> Continued outreach to potential lifeguards for the summer, including working with the local high schools. Huda and Elena are working hard to build up our summer staff. In Public Works, Mike Clark resigned because he is relocating to North Carolina. We appreciate Mike’s service to the Borough and wish him well.</p> <p><b>May:</b> Hiring continues for guards and activity staff (‘gate guards’). All activities for hiring are handled by both office and seasonal staff. Scheduling will be handled by Elena Funk.</p> <p><b>June:</b> Full summer seasonal staff is in place. Public Works is looking to hire additional entry-level staff.</p>
Q3	<p><b>July:</b> Public Works hired seasonal staff. Swim season management is handling scheduling. Occasional early closures due to staffing emergencies are similar to prior years. High daily attendance is requiring activities/gate guard staff more frequently than last year. In general, if the daily attendance is anticipated to be greater than 75 people, or if there’s a party scheduled, then an additional person is scheduled for the middle of the day. Guest issues are infrequent and the procedure to handle and the documentation is in place.</p> <p><b>August:</b> Seasonal staff for both Public Works and the summer swim season are working well with all staff management handled through the main office. With one swim manager heading off to college this week the season staff de-brief will be held this week.</p> <p><b>September:</b> Seasonal staff did a great job with the swim season, with strong support and partnership with the office staff and Public Works. Next steps are to review the staffing data (hours worked, hours/person, hours/days of operation) and daily attendance vs. prior years to inform budgeting decisions for 2025.</p>
Q4	<p><b>October:</b> Final staffing numbers for the swim season were generated by Huda, and a debrief of the season was led by Jeanne and Huda. Public Works had a resignation in late September and the current full and part time staff are expected to be sufficient for leaf season.</p>

## **Public Works Monthly report for October 2024**

Submitted by Brian Nicholson

CP engineer Matt Peles has started preliminary design of Well 5.

The generator that was used to run the wells prior to the permanent generator being installed, does not have the ability to run any of our sewer lift stations. The one used to run the lift stations is a 1962 model and is beyond its useful life and not reliable at all. We are working on alternative plans to solve our issues. Generator was sold at auction and now next step is to get prices to replace with a unit that will meet our needs. Setting up meeting with electrician to come up with proper specs needed for replacement.

Work continues our GIS project for stormwater program Paul and myself are working with Dave to map our system to meet DEP guidelines.

The Dep and Epa have adopted new regulations pertaining to PFAS, PFNAs in drinking water. The regulation will lower the Maximum Contaminant level from 15 parts per trillion to 4 parts per trillion, as of now our testing has showed no traces of the chemicals but most of the water systems around us have traces or are out of compliance. We will continue to monitor results closely.

Complete replacement of the service line is scheduled for some time first 2 weeks of October.

Leaf pick up was started a week early and the town was completely pick up once.

Crews have been prepping and painting fire Hydrants throughout town.

Crews have cleaned and rehabbed 12 catch basins this month.

Replaced plexiglass and lights at community center Kiosk.

## Public Works Monthly Report

Submitted by **Brian Nicholson**, DPW Superintendent

For the month Oct 2024

### Road and Utility Maintenance and Compliance Testing

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
Meters installed	2	1	0	2	1	0	2	1	0	0			
Utility Mark Out	22	31	55	42	44	67	38	31	33	37			
Water samples For NJDEP	4	4	4	4	4	4	4	4	4	4			

### Safety and training

- Safety Briefing, Job site observations

### 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
- Mow and maintain Borough owned properties

### 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									40			
Yard waste		40	40	40	40	40	40	40	40	20			
Branches collected- cu yds		20	40	40	40	40	20	40	40	20			

### Residential Recycling

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
# Metal stops	29	21	36	45	33	71	63	49	37	29			
# e-waste stops	18	25	17	14	28	38	49	33	25	21			

- Indicates combines metal and e-waste

Wenonah Volunteer Fire Company  
 Incident and Activities Report  
 September 2024



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ALARM: CO	1	1	1	2		1	1						7
ALARM: Fire	3	1	4	2	1	6	4	8	11				40
Animal Rescue													0
Assist EMS						2	2						4
Assist PD		1											1
Cover			1			2	1	1					5
Dispatch Error													0
FIRE: Brush				1		2			1				4
FIRE: Building		2		1	1	1			1				6
FIRE: Dwelling	1			1	1		2		1				6
FIRE: RIC													0
FIRE: Rubbish			1										1
FIRE: Structure													0
FIRE: Vehicle													0
FUMES: Exterior	2					1		1	1				5
FUMES: Interior	1	1	1	1	1			2					7
HAZMAT/Spill		1											1
Investigation					2								2
MVC	2	1	2	1	3	1	3		6				19
Public Service	6			1	1	2		2					12
Rescue Assignment													0
Wires	3		1	3		3							10
Meetings/Drills	5	4	4	5	4	4	2	4	4				36
Events	1			1	2	2	4		1				11
<b>Times in Service</b>	<b>25</b>	<b>12</b>	<b>15</b>	<b>19</b>	<b>16</b>	<b>27</b>	<b>19</b>	<b>18</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>177</b>
<b>Dispatched</b>	<b>19</b>	<b>8</b>	<b>11</b>	<b>13</b>	<b>10</b>	<b>21</b>	<b>13</b>	<b>14</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130</b>

Comments:

*Tim Nessler*

Tim Nessler, Fire Chief



# Mantua Township Police Department

Proudly serving Mantua Township and Wenonah Borough



**Darren E. White**  
Chief of Police

**William D. Murphy**  
Captain

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

**Arthur D. Hayes**  
Lieutenant

**Brian J. Hauss**  
Lieutenant

October 24, 2024

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

***Re: Workshop report***

- Officers will be at the haunted trail on October 26<sup>th</sup> to talk to people and assist with the event.
- Officers have been busy patrolling both Mantua Ave. and Maple. Ave.
- There have also been a lot of added patrols at the school, Wenonah Lake, and other areas of concern in the borough.
  - There have otherwise been no major calls in Wenonah over the last month.
- We will be all ready for Halloween and Mischief Night.
- We held our written test to hire new officers to replace retired ones. We had just under 20 applicants, and that is with the process being open to those who have not yet been to the police academy. In the past, when a municipality was hiring an officer and willing to send/pay for them to attend the academy, there would have been hundreds of applicants. Only one person failed the written exam. The next step is the physical training (PT) assessment.
- The renewal packets for all of our officers who were up for licensing this year have been submitted. This is the first year that any department in the state has had to complete them as police licensing is new in the state. We do not anticipate any issues and are hoping that everything goes over smoothly, but, as this is a new process with a lot of new paperwork, we are hoping everything was done correctly.

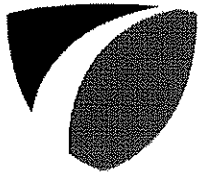




**Incidents Summary List**

**Reporting Period : 09/01/2024 - 09/30/2024**

	Mantua Police Department	Total
911 Hang Up	1	1
911 Miss Dial	2	2
Added Patrol	63	63
Administrative	3	3
Animal Complaint	1	1
Assist Other Agency	3	3
Burglar Alarm Activation	6	6
Child Custody Exchange	1	1
Community Policing	1	1
Criminal History Check	1	1
Damage to Property	1	1
Dispute	2	2
Domestic	1	1
Dwelling Fire	1	1
Fall Victim	3	3
Fire Alarm System	8	8
Found Item	1	1
Fumes Exterior	1	1
Gun Registration	12	12
Investigation	3	3
Maternity	1	1
Medical Emergency	2	2
Motor Vehicle Complaint	2	2
Motor Vehicle Crash	3	3
Motor Vehicle Stop	45	45
Notification/Informational	2	2
Panic Alarm	1	1
Parking Enforcement	1	1
Property Check	27	27
Psychiatric Emergency	1	1
Radar Enforcement	9	9
School Crossing	2	2
Special Detail	3	3
Suspicious Incident	4	4
Suspicious Motor Vehicle	1	1
Terroristic Threats	1	1
Theft	1	1
Traffic Detail	1	1
Trespassing	1	1
Unconscious Person	1	1
Unwanted Person	1	1
Well Being Check	3	3
<b>Total</b>	<b>228</b>	<b>228</b>



Start: 2024-09-23

End: 2024-10-22

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

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

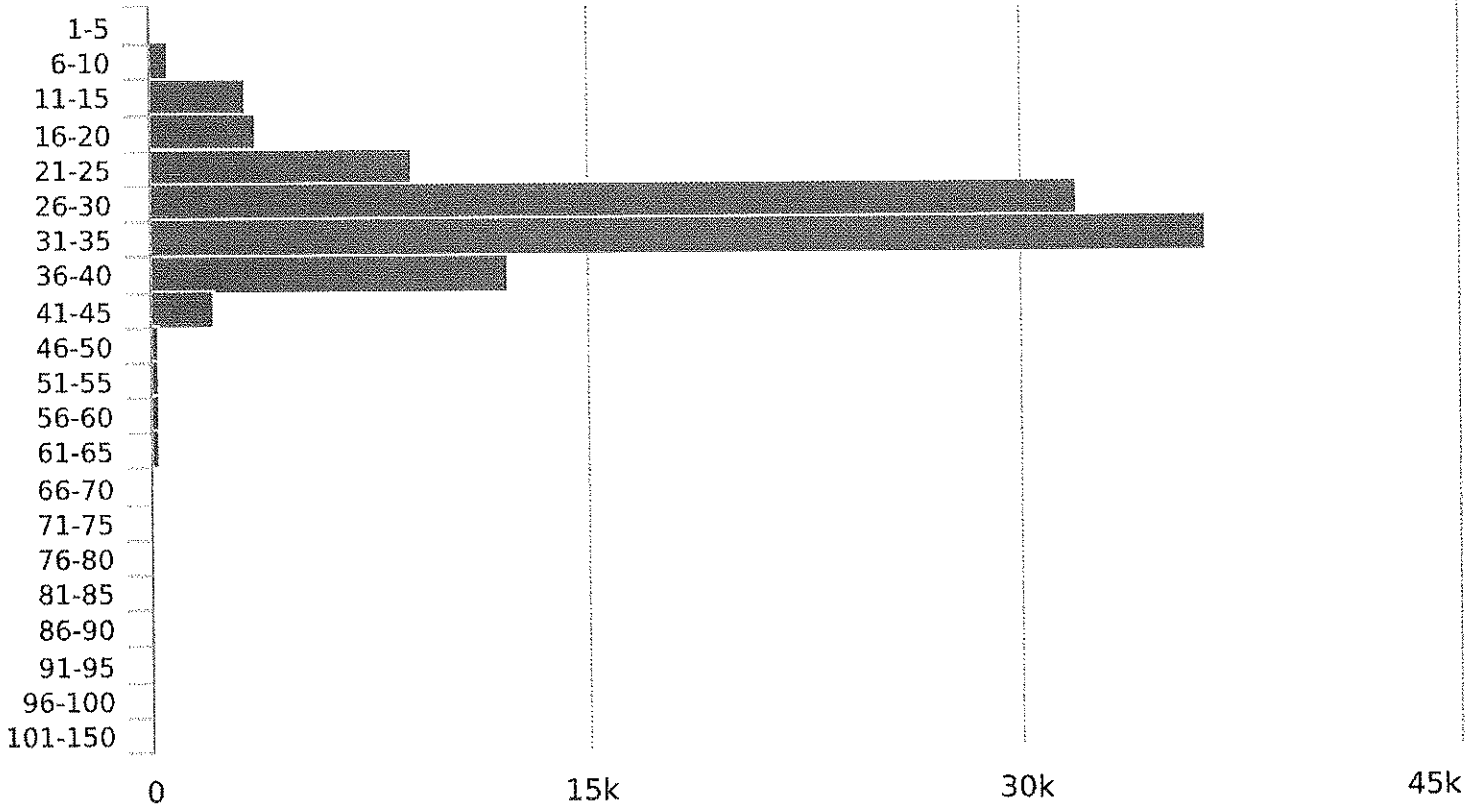
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0:00	0	4	14	10	45	141	218	104	22	7	2	2	1	0	0	0	0	0	0	0	0	31.8	570
1:00	0	3	5	5	21	91	131	58	34	4	0	0	0	0	0	0	0	0	0	0	0	32.4	352
2:00	0	0	1	2	17	50	99	48	29	5	3	1	0	0	0	0	0	0	0	0	0	33.8	255
3:00	0	0	3	3	10	61	94	70	11	1	0	0	0	0	0	0	0	0	0	0	0	32.7	253
4:00	0	1	8	9	24	119	210	127	40	5	1	0	0	0	0	0	0	0	0	0	0	33.0	544
5:00	0	4	7	17	35	297	450	264	63	14	2	1	0	0	0	0	0	0	0	0	0	32.9	1154
6:00	0	3	40	51	132	560	994	504	125	24	4	0	0	0	0	0	0	0	0	0	0	32.3	2437
7:00	0	20	109	112	238	1040	1578	521	76	7	0	0	1	0	0	0	0	0	0	0	0	30.8	3702
8:00	0	46	231	203	461	1484	1635	526	68	7	0	0	0	0	0	0	0	0	0	0	0	29.2	4661
9:00	0	37	200	218	514	1795	2187	737	118	12	1	0	0	0	0	0	0	0	0	0	0	30.0	5819
10:00	0	76	253	292	737	2501	2377	713	108	12	0	0	0	0	0	0	0	0	0	0	0	29.3	7069
11:00	0	44	257	282	739	2512	2531	795	109	12	1	0	0	0	0	0	0	0	0	0	0	29.5	7282
12:00	0	60	283	311	682	2350	2482	783	143	13	3	0	0	0	0	0	0	0	0	0	0	29.5	7110
13:00	0	45	215	254	622	2341	2697	839	149	14	4	0	0	0	0	0	0	0	0	0	0	30.0	7180
14:00	0	44	288	333	740	2575	2793	985	156	9	0	0	0	0	0	0	0	0	0	0	0	29.8	7923
15:00	0	53	280	318	717	2490	2826	919	158	23	4	0	0	0	0	0	0	0	0	0	0	29.8	7788
16:00	0	37	249	271	603	2264	2821	1017	173	24	0	1	0	0	0	0	0	0	0	0	0	30.3	7460
17:00	0	56	202	256	642	2220	2738	919	173	34	0	0	0	0	0	0	0	0	0	0	0	30.3	7240
18:00	0	34	209	274	748	2192	2215	638	92	13	1	0	0	0	0	0	0	0	0	0	0	29.3	6416
19:00	0	32	155	198	634	1895	1653	451	73	12	0	0	1	0	0	0	0	0	0	0	0	29.1	5104
20:00	0	19	126	116	359	1321	1481	477	63	8	1	0	1	0	0	0	0	0	0	0	0	30.0	3972
21:00	0	13	64	76	212	799	1107	382	73	9	3	0	0	0	0	0	0	0	0	0	0	30.9	2738
22:00	0	10	35	37	80	480	649	228	57	6	2	1	1	0	0	0	0	0	0	0	0	31.3	1586
23:00	0	5	26	27	47	269	348	152	30	7	1	0	0	0	0	0	0	0	0	0	0	31.2	912
Total	0	648	3260	3675	9059	31847	36314	12257	2143	282	33	6	5	0	0	0	0	0	0	0	0	30.0	99527



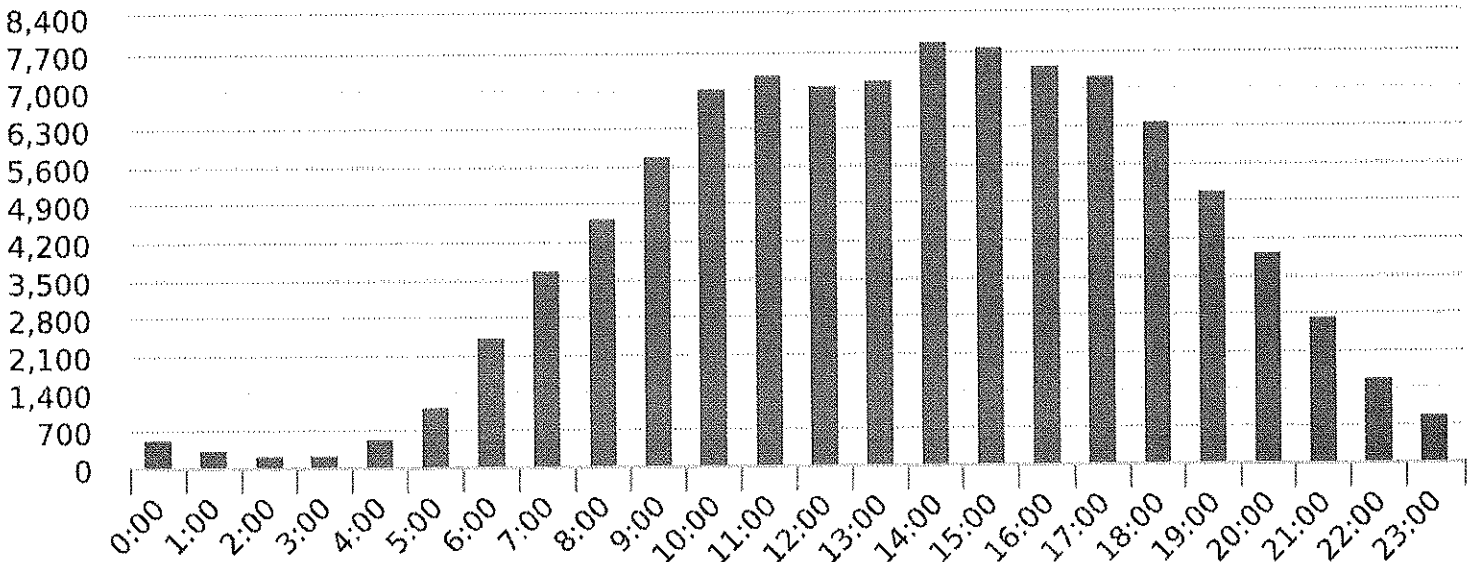
Start: 2024-09-23  
End: 2024-10-22  
Times: 0:00:00-23:59:59

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

### Total Volume by Speed Distribution



### Volume over Time





Start: 2024-09-23

End: 2024-10-22

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

Speed Range: 1 to 150

## Overall Summary

Total Days of Data: 30

Speed Limit: 35

Average Speed: 29.99

50th Percentile Speed: 30.61

85th Percentile Speed: 35.25

Pace Speed Range: 26-36

Minimum Speed: 10

Maximum Speed: 64

Display Mode: Unknown

Average Volume per Day: 3317.6

Total Volume: 99527



Start: 2024-09-23

End: 2024-10-22

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

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

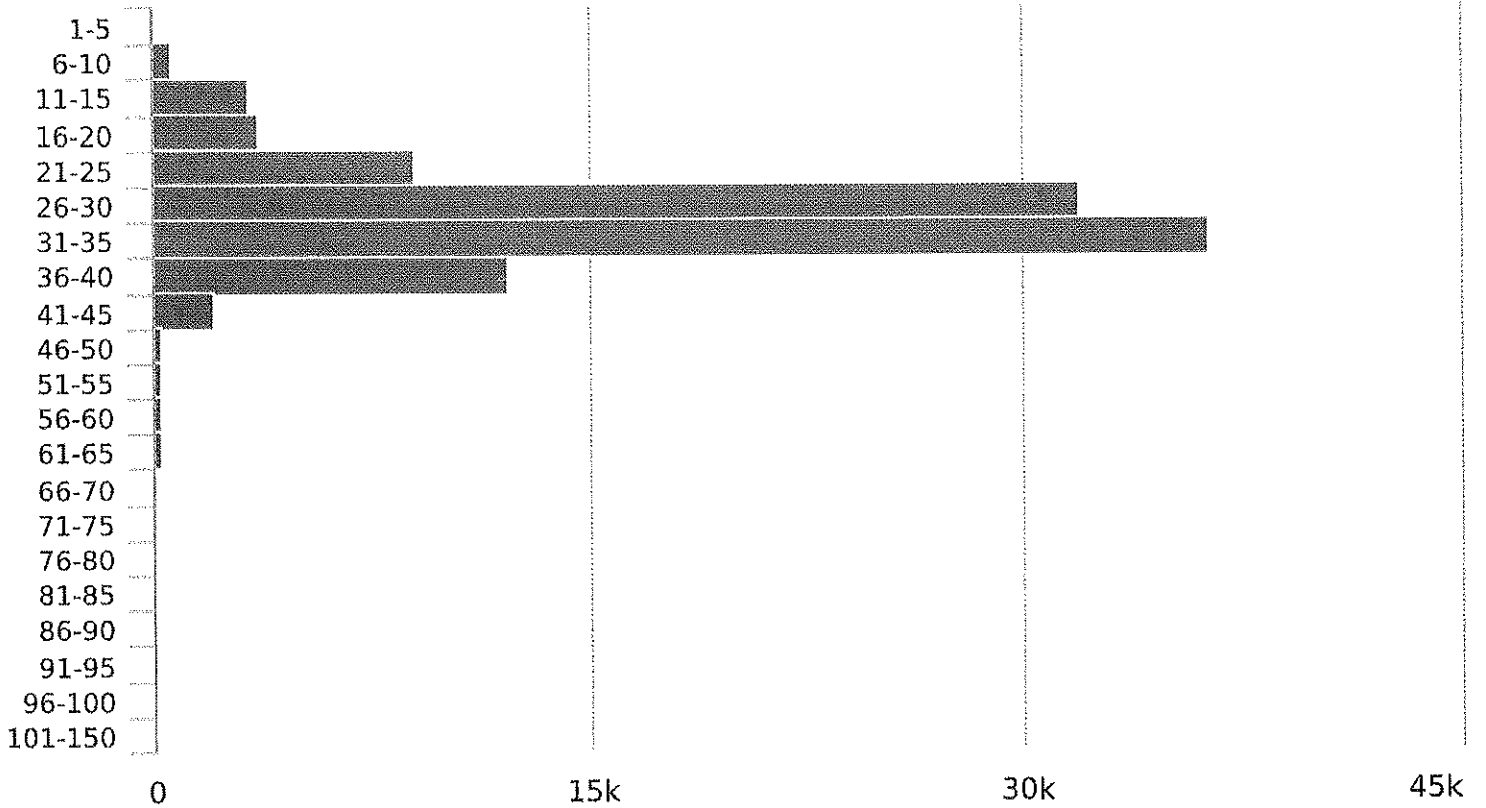
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	4	14	11	44	140	223	100	22	6	2	2	1	0	0	0	0	0	0	0	0	31.8	569
1:00	0	3	4	5	22	91	128	57	34	4	0	0	0	0	0	0	0	0	0	0	0	32.4	348
2:00	0	0	1	2	17	52	99	48	27	5	3	1	0	0	0	0	0	0	0	0	0	33.7	255
3:00	0	0	3	3	10	61	95	66	11	1	0	0	0	0	0	0	0	0	0	0	0	32.7	250
4:00	0	1	7	9	20	120	212	123	38	5	1	0	0	0	0	0	0	0	0	0	0	33.0	536
5:00	0	4	6	17	35	300	452	253	60	13	2	1	0	0	0	0	0	0	0	0	0	32.8	1143
6:00	0	3	41	48	128	568	1001	480	113	21	3	0	0	0	0	0	0	0	0	0	0	32.2	2406
7:00	0	20	109	112	238	1040	1578	521	76	7	0	0	1	0	0	0	0	0	0	0	0	30.8	3702
8:00	0	46	231	203	461	1484	1635	526	68	7	0	0	0	0	0	0	0	0	0	0	0	29.2	4661
9:00	0	37	200	218	514	1795	2187	737	118	12	1	0	0	0	0	0	0	0	0	0	0	30.0	5819
10:00	0	76	253	292	737	2501	2377	713	108	12	0	0	0	0	0	0	0	0	0	0	0	29.3	7069
11:00	0	44	257	282	739	2512	2531	795	109	12	1	0	0	0	0	0	0	0	0	0	0	29.5	7282
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13:00	0	45	215	254	622	2341	2697	839	149	14	4	0	0	0	0	0	0	0	0	0	0	30.0	7180
14:00	0	44	288	333	740	2575	2793	985	156	9	0	0	0	0	0	0	0	0	0	0	0	29.8	7923
15:00	0	53	280	318	717	2490	2826	919	158	23	4	0	0	0	0	0	0	0	0	0	0	29.8	7788
16:00	0	37	249	271	603	2264	2821	1017	173	24	0	1	0	0	0	0	0	0	0	0	0	30.3	7460
17:00	0	56	202	256	642	2220	2738	919	173	34	0	0	0	0	0	0	0	0	0	0	0	30.3	7240
18:00	0	34	209	274	748	2192	2215	638	92	13	1	0	0	0	0	0	0	0	0	0	0	29.3	6416
19:00	0	32	155	198	634	1895	1653	451	73	12	0	0	1	0	0	0	0	0	0	0	0	29.1	5104
20:00	0	19	126	116	359	1321	1481	477	63	8	1	0	1	0	0	0	0	0	0	0	0	30.0	3972
21:00	0	13	64	76	212	799	1107	382	73	9	3	0	0	0	0	0	0	0	0	0	0	30.9	2738
22:00	0	10	35	37	80	480	649	228	57	6	2	1	1	0	0	0	0	0	0	0	0	31.3	1586
23:00	0	5	26	27	47	269	348	152	30	7	1	0	0	0	0	0	0	0	0	0	0	31.2	912
<b>Total</b>	<b>0</b>	<b>646</b>	<b>3258</b>	<b>3673</b>	<b>9051</b>	<b>31860</b>	<b>36928</b>	<b>12209</b>	<b>2124</b>	<b>277</b>	<b>32</b>	<b>6</b>	<b>5</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>30.0</b>	<b>99469</b>



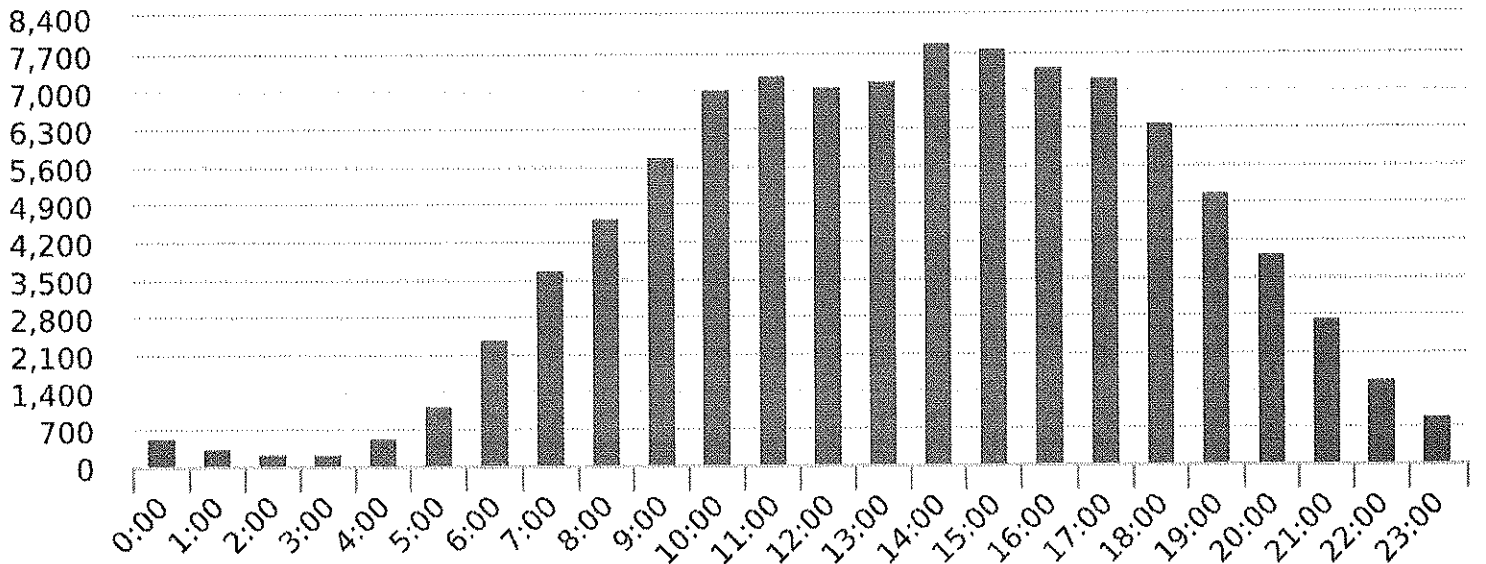
Start: 2024-09-23  
End: 2024-10-22  
Times: 0:00:00-23:59:59

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

**Total Volume by Speed Distribution**



**Volume over Time**





Start: 2024-09-23

End: 2024-10-22

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

Speed Range: 1 to 150

## Overall Summary

Total Days of Data: 30

Speed Limit: 35

Average Speed: 29.98

50th Percentile Speed: 30.6

85th Percentile Speed: 35.24

Pace Speed Range: 26-36

Minimum Speed: 10

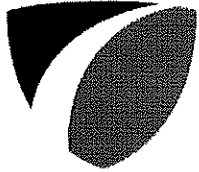
Maximum Speed: 64

Display Mode: Unknown

Average Volume per Day: 3315.6

Total Volume: 99469





Start: 2024-09-23

End: 2024-10-22

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	89	742	1249	764	238	37	5	1	0	0	0	0	0	0	0	0	0	0	0	0	18.7	3125
1:00	0	31	373	615	401	128	24	1	0	0	0	0	0	0	0	0	0	0	0	0	0	18.9	1573
2:00	0	10	208	366	236	115	25	2	1	2	0	0	0	0	0	0	0	0	0	0	0	19.8	965
3:00	0	14	182	271	206	84	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.4	771
4:00	0	54	576	864	597	267	48	3	0	0	0	0	0	0	0	0	0	0	0	0	0	19.2	2409
5:00	0	79	852	1365	854	348	65	1	0	0	0	0	0	0	0	0	0	0	0	0	0	19.0	3564
6:00	0	205	1825	2564	1482	465	53	3	0	0	0	0	0	0	0	0	0	0	0	0	0	18.3	6597
7:00	0	220	2300	3100	1807	625	65	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18.3	8117
8:00	0	324	2850	3858	2146	610	57	1	0	0	0	0	0	0	0	0	0	0	0	0	0	18.0	9846
9:00	0	297	2805	3651	2017	576	59	6	0	0	0	0	0	0	0	0	0	0	0	0	0	17.9	9411
10:00	0	255	2720	3864	2240	607	62	4	0	0	0	0	0	0	0	0	0	0	0	0	0	18.2	9752
11:00	0	249	2982	4207	2385	619	41	2	0	0	0	0	0	0	0	0	0	0	0	0	0	18.1	10485
12:00	0	280	2916	4221	2367	625	49	6	1	3	0	0	0	0	0	0	0	0	0	0	0	18.2	10468
13:00	0	270	2923	4260	2337	575	50	3	0	0	0	0	0	0	0	0	0	0	0	0	0	18.0	10408
14:00	0	285	3247	4507	2398	584	41	2	0	0	0	0	0	0	0	0	0	0	0	0	0	17.9	11064
15:00	0	287	3242	4538	2085	444	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17.6	10638
16:00	0	264	3270	4582	2210	464	30	2	0	0	0	0	0	0	0	0	0	0	0	0	0	17.8	10822
17:00	0	254	3127	4386	2174	456	35	2	0	0	0	0	0	0	0	0	0	0	0	0	0	17.7	10434
18:00	0	272	2933	4442	2287	506	43	4	0	0	0	0	0	0	0	0	0	0	0	0	0	18.0	10487
19:00	0	303	3116	4548	2327	478	32	2	0	0	0	0	0	0	0	0	0	0	0	0	0	17.8	10806
20:00	0	279	2865	4195	2234	522	41	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17.9	10136
21:00	0	186	2145	3235	1874	452	63	1	0	0	0	0	0	0	0	0	0	0	0	0	0	18.2	7956
22:00	0	155	1490	2398	1475	407	55	12	0	0	0	0	0	0	0	0	0	0	0	0	0	18.6	5992
23:00	0	98	1099	1560	923	284	70	10	3	1	0	0	0	0	0	0	0	0	0	0	0	18.6	4088
<b>Total</b>	<b>0</b>	<b>4760</b>	<b>50788</b>	<b>72856</b>	<b>39826</b>	<b>10479</b>	<b>1101</b>	<b>72</b>	<b>6</b>	<b>6</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>0</b>	<b>0</b>	<b>0</b>	<b>18.1</b>	<b>179594</b>

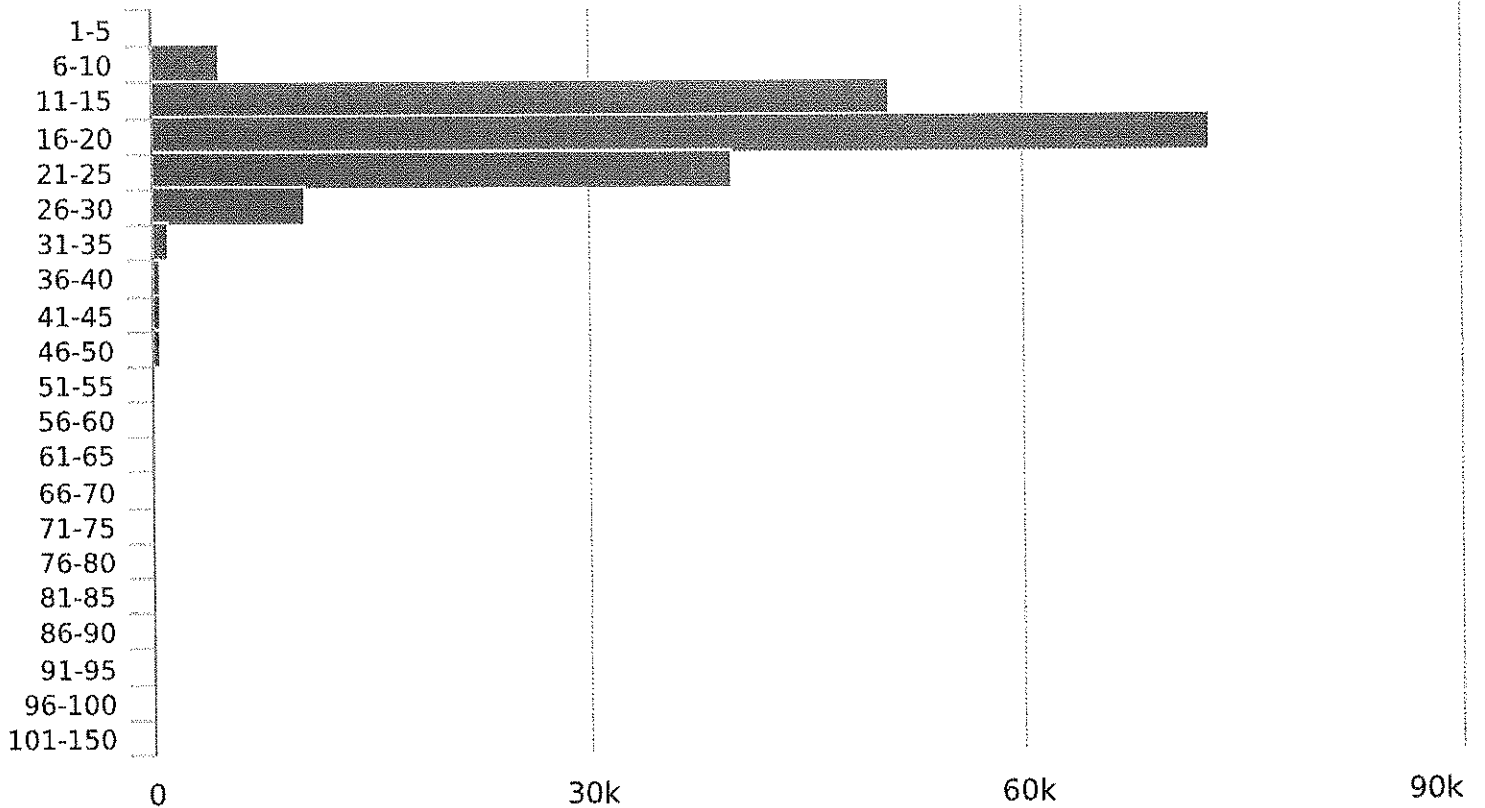




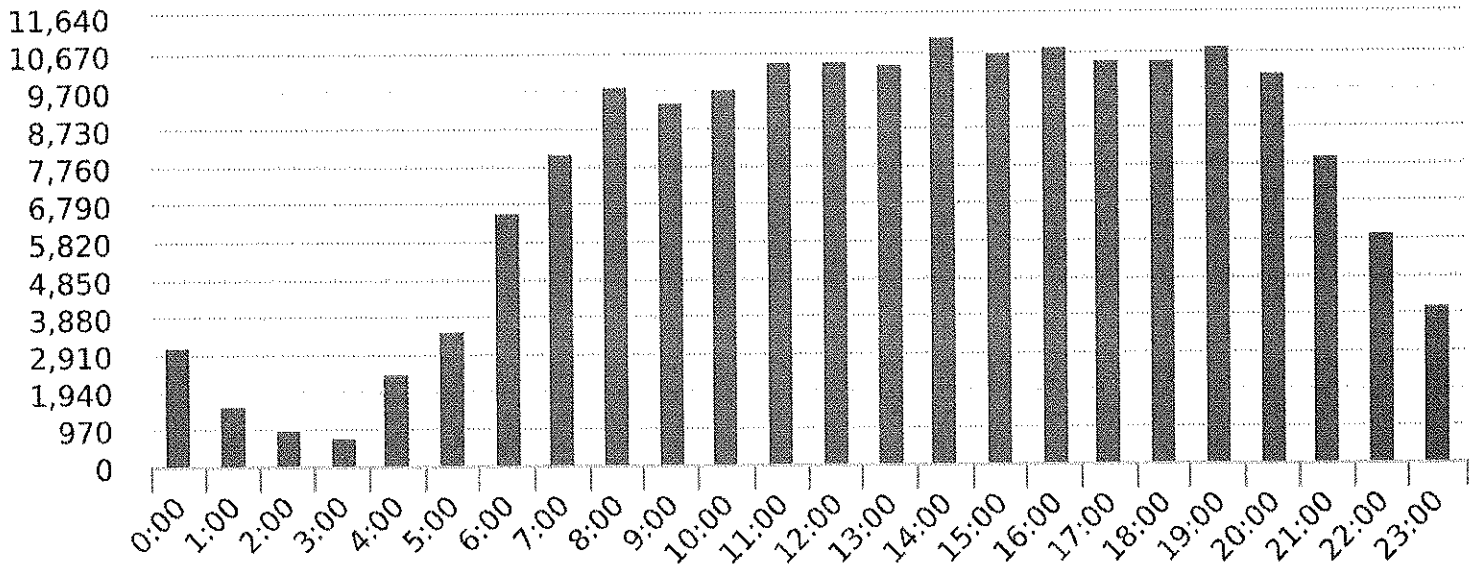
Start: 2024-09-23  
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Speed Bins: Size 5, Range 1 to 150  
Time View: By Hour (Total Volumes)

**Total Volume by Speed Distribution**



**Volume over Time**





Start: 2024-09-23

End: 2024-10-22

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

Speed Range: 1 to 150

## Overall Summary

Total Days of Data: 30

Speed Limit: 25

Average Speed: 18.12

50th Percentile Speed: 17.89

85th Percentile Speed: 22.85

Pace Speed Range: 12-22

Minimum Speed: 10

Maximum Speed: 49

Display Mode: Unknown

Average Volume per Day: 5996.5

Total Volume: 179894

Current Taxes	September	2024 To Date
Prepaid Taxes / 2025	6,776.61	33,006.01
2024 Taxes	273,941.69	7,068,166.84
2023 Taxes	4,262.73	53,241.85
6% Year End Penalty	0.00	1,812.36
Arrears	0.00	0.00
Tax Title Liens	0.00	0.00
Interest & Costs	2,934.26	13,084.90
Tax Searches	0.00	0.00
Cleanup	0.00	0.00
Advertising Costs	0.00	0.00
Tax Sale Premium	0.00	0.00
Lien Recording	0.00	0.00
Dup. Tax Sale cert. Fee	0.00	0.00
NSF Fee	0.00	0.00
Bankruptcy & Foreclosure Fees	0.00	0.00
Total Receipts	287,915.29	7,169,311.96

  
 Kim M Jaworski  
 Tax Collector

Percentage of Collection at September 30, 2024	74.39%
Percentage of Collection at September 30, 2023	75.06%

# Public Programs Committee Report

## Public Meeting October 24th, 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

<b>Programs/Events/Activities/ Organizations</b>	<b>Past Month (since last mtg in bold)</b>	<b>Ongoing</b>
<b>Mayor's Wellness Campaign</b>	<i>Would like to clarify that this program represents <u>zero cost to taxpayers</u>. Instead, MWC makes us eligible for grants to provide benefits to taxpayers.</i>	<i>Free wellness activities: -<b>Chair yoga</b> continues 1st Thursdays at 10AM in the Community Center. -<b>Zumba</b> starting again on Tuesday evenings Episc. Ch.</i>
<b>Wenonah Lake Summer Swim and Recreation</b>	<i>2024 season debrief meeting was held on Sunday, October 14th. Main takeaways: -Improving methods of communication to members and all stakeholders -Driving membership is no longer a goal. No need to increase numbers. - Continued improvements to grounds and program in general</i>	<i><b>Thank you WLA</b> for the ongoing support and development of activities</i>



**THE PETTIT GROUP, LLC**  
Engineering • Architecture • Planning

VIA E-MAIL ONLY

October 22, 2024

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

**RE: Monthly Engineering Report  
Borough of Wenonah  
Public Meeting: Thursday October 24, 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 completed the minor corrective work. Consequently, our office has submitted the NJDOT Closeout/Final Reimbursement documents and will continue to coordinate the final reimbursement with NJDOT and the Borough as necessary

**II. GENERAL MUNICIPAL ENGINEERING:**

**2024 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. Bids for the 2024 Infrastructure Improvement Project were opened on October 1<sup>st</sup> and a contract was awarded on October 7<sup>th</sup> to the apparent Low Bidder, Landberg Construction, LLC, in the amount of \$492,016.16 for Base Bid #'s 1 & 2.
  - A. NJDOT has officially concurred with the Borough's Award of Contract and therefore, construction may proceed.
  - B. All but the three (3) low Bidders' Bid Documents have been returned.
2. A Pre-Construction Meeting has been scheduled for Tuesday October 29<sup>th</sup> at 10 AM at the Municipal Building. Various Borough representatives, Mantua Police Department, NJDOT, and local Utility Providers have been invited to attend. Upon conclusion, pre-construction Meeting Minutes will be distributed to all parties.
3. Contracts have been forwarded to Landberg Construction, LLC with a request for Performance Bonds and Insurance Certificates. Upon receipt, we will forward to the Borough Solicitor for approval. Upon said approval, we will perform the following:
  - A. Coordinate the signing of the Contracts with the Borough.
  - B. Return the two (2) remaining low bidders' documents.

- C. Submit a request to the NJDOT for the Initial Reimbursement for North Synnott Avenue (2023 NJDOT Municipal Aid), in the amount of \$254,572.50.
4. At this time, construction is expected to begin during mid-November and be completed by the end of December.

**2025 INFRASTRUCTURE IMPROVEMENT PROJECT:**

1. The engineering design work is approximately 70% complete.
2. As a result of the minimal roadway grades, the reconstruction of N. Clinton Avenue will require the use of concrete curb and gutter in certain locations to ensure positive drainage.
3. For cost saving purposes and to limit impact to the surrounding school bus traffic, we are planning to bid and award both projects under a single contract in the Spring of 2025.
  - A. To facilitate such a schedule, we have already begun coordination with NJDOT.
4. From a utility perspective, upgrades in N. Clinton Avenue will have been completed under the 2023 and 2024 Infrastructure Projects and, with exception to potential water service replacements, we do not anticipate any utility upgrades being required in Maple Street.

**2025 NJDOT MUNICIPAL AID PROGRAM:**

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. N. Princeton Avenue, from East Poplar Street to East Elm Street
  - B. N. Stockton Avenue, from East Poplar Street to East Elm Street
  - C. East Poplar Street, from Princeton Avenue to Synnott Avenue
  - D. S. Princeton Avenue, from Mantua Ave to East Cherry Street
  - E. S. Princeton Avenue, from East Willow St. to East Cedar St.
  - F. East Pine Street, from Clinton Avenue to Marion Avenue
  - G. West Willow Street, from Jefferson Avenue to Dead End
  - H. West Cedar Street, from Southwest Avenue to Dead End west of Jefferson Avenue

To assist in identifying candidates for future roadway improvements, our office will prepare a Roadway Paving Priority Map which will document existing roadway conditions and prioritize those roadways in need of rehabilitation.

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 recently attended a presentation introducing a new technology for evaluating the condition of an existing roadway and for recommending appropriate and cost-effective solutions for pavement rehabilitation. The program is sponsored by Rowan University.



Given the varying degrees of roadway conditions throughout the Borough, we feel that the program may be beneficial in the development of the Roadway Priority List and therefore, we recommend that the Borough inquire about the costs for such services.

For more information, go to [www.rowan.edu/creates](http://www.rowan.edu/creates)

**JOHN AND KATHY HOWARD PARK AT WENONAH LAKE:**

1. Public Works has expressed a concern regarding the accumulation of debris at the Wenonah Lake Dam. In order to facilitate the debris clearing activities, our office is preparing an application for a Lake Lowering Permit. It should be noted that the lowering must be completed by November 15th and the lake must be back to normal levels by March 1st.
  - A. Based upon the type and amount of debris, it is our opinion that the assistance from a private Contractor will most likely be required.
  - B. Our office will also prepare a website notice of the Borough's intent to lower Wenonah Lake to allow volunteer groups the opportunity to organize work parties for the clearing of debris from the lake shores.
2. During a recent site inspection of the outfall structure, we noted that there is no longer a controlling device in place for the secondary outflow pipe, which is a necessary improvement for facilitating the Lake lowering operations. Therefore, we recommend that this deficiency be addressed during the time period that the lake is lowered.
  - A. It is assumed that the original design plans for Wenonah Lake Dam included a method for controlling flows through the secondary outflow pipe. At this time, the intent is to re-establish/reconstruct the device as originally approved by NJDEP. Therefore, our office will obtain and review the design plans for the Wenonah Lake Dam to determine the manner in which the secondary outflow pipe was to be controlled such that the appropriate repair(s) can be completed.
3. Our office recently provided the County with additional documentation needed for the reimbursement of the CDBG Grant Project. It is our understanding that the Grant reimbursement will be approved by the County Commissioners on November 20<sup>th</sup> and a check in the amount of \$156,500 will be made payable to the Borough on November 27<sup>th</sup>.
4. Our office remains available to assist in the development of a Master Plan for the Park property.

**COMEYS LAKE:**

1. The following remediation work at the Comey's Lake Dam remains to be completed and shall be addressed by the Public Works Department as staffing and time permits.
  - A. The backfilling and stabilization of the eroded slope of the earthen dam.
  - B. The video inspection of the clogged inflow pipe
  - C. The potential for the abandonment of the existing lake levelling device and construction of new lake overflow bypass system to assist in preventing any future bank erosion resulting from flooding events.



**LIGHT RAIL**

1. No Change Since Last Report.

**CONRAIL**

1. No Change Since Last Report.

**SANITARY SEWER SYSTEM**

1. No Change Since Last Report.

**GLOUCESTER COUNTY UTILITIES AUTHORITY (GCUA)**

1. No Change Since Last Report.

**BOROUGH WATER DISTRIBUTION SYSTEM UPGRADES**

1. Upgrades to the existing water main in N. Clinton Avenue will be completed under the 2024 Infrastructure Improvement Project.

**BOROUGH WATER TOWER AND WELLS**

1. Our office defers detailed status reports on the Borough Well & Water Tower to CP Engineers, Architecture, and Environmental Services (CP).

**DELAWARE RIVER BASIN COMMISSION (DRBC) WATER SYSTEM AUDIT**

1. No Change Since Last Report.

**NJDEP WATER ALLOCATION**

1. Based upon the Borough's total water usage to date, the Annual 2024 Water Usage projects to be safely below the annual allocation limit of 72.07 million gallons per year despite the recent drought conditions.

**BOROUGH WATER SYSTEM RECORD KEEPING**

1. Our office will contact Suburban Consulting Engineers to coordinate updates to the GIS based Water System Maps to reflect the water main upgrades that have been completed since 2019 in West Cherry Street, South Marion Avenue, Lenape Trail, and North Clinton Avenue.

**STORM SEWER SYSTEM**

1. We are in receipt of the results of an as-built survey of the existing storm sewer system in Synnott Avenue. Based upon review, it may not be feasible to bypass the existing surface Drainage Channel that traverses through a number of private properties located on Synnott Avenue, between Buttonwood Street and Elm Street.
  - A. We will review the survey in more detail with the Public Works Department in an attempt to find a feasible method for performing the bypass.





2. It is suspected that portions of the existing storm sewer pipes at the following locations 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:
  - A. Storm pipe in E. Pine Street from S. Clinton Avenue to S Marion Avenue.
  - B. Storm pipe in Maple Street, at Northeast Avenue.

**NJPDES STORMWATER DISCHARGE PERMIT (MS4)**

1. It is our understanding that the Tree Removal/Replacement Ordinance is still being reviewed by the Ordinance Committee.
2. As required by the Borough's MS4 Permit, we have coordinated the following website postings with Borough Staff:
  - A. Amended Stormwater Control Ordinance.
  - B. Privately Owner Salt Storage Ordinance.
3. The NJDEP has notified our office that the Borough Municipal Stormwater Management Plan (MSWMP) must be updated to reflect the recently Amended Stormwater Control Ordinance (SCO) and the proposed Resilient Environments and Landscapes (REAL) rule which is anticipated to take effect in 2025.
  - A. Our office will perform the required updates to the MSWMP as mandated by NJDEP.
4. Our office has completed the mapping of all outfalls, inlets, surface conveyance systems, public works yard boundaries, and storm sewers that have been surveyed as part of Borough Roadway Projects.
  - A. We will solicit the assistance of the Public Works Department in documenting the remaining storm sewers that have not been previously surveyed and/or mapped to date.
  - B. Once the MS4 Map is complete, NJDEP will convert the CAD file into an ArcGIS Format.
  - C. The MS4 Map must be completed and submitted to NJDEP by December 2025.

Upon submission of the completed Infrastructure Map to NJDEP, the Borough will be eligible to receive the remaining \$10,000, of the \$25,000 municipal stormwater program grant.

**SOUTH JEFFERSON AVENUE DRAINAGE PROBLEM**

1. No Change Since Last Report.

**SOUTHWEST AVENUE DRAINAGE PROBLEM**

1. No Change Since Last Report.

**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 2024.

#### **NJDEP GRANTS & LOANS NEEDS SURVEY – GRANT FOLLOW UP**

1. We are in receipt of an email from NJDEP that includes a number of Grant Opportunities. Our office has reviewed the available grants and unfortunately, we found that none of them were structured to provide funding for addressing the Borough's current erosion problems.

#### **TRAFFIC CALMING & SAFETY MEASURES**

1. In response to the impending removal of the existing speed humps in Maple Street and the resulting concerns regarding the safety of the pedestrian crossings, especially at Stockton Avenue, we have obtained a quote and specifications for the installation of Solar Powered Rectangular Rapid Flashing Crosswalk Beacons (RRFB's).
  - A. Upon review of the information obtained and based upon our assessment of the effectiveness of the RRFB's, it is our recommendation that these devices be installed at the intersection of Maple Street and Stockton Avenue, which is the location of the crossing that provides access to the Wenonah Swin Club.
  - B. Provided that Council agrees with our recommendation, further discussions are required regarding the timing of the installation which can be performed by Public Works or by a private contractor.
    1. If by private Contractor, a decision must be made as to whether to include the work within the Maple Street construction contract or have the installation performed outside of the prevails of said contract.
2. Still remaining under consideration for traffic calming in Maple Street is the previously discussed white pavement markings that read "25 MPH" and "SLOW", and include gradated dashes that increase in size as you approach the "25 MPH" and "SLOW" marking.
  - A. Provided the NJDOT approves of their use, it is our recommendation that this additional Traffic Calming measure be incorporated into the Maple Street Project to aid in offsetting the loss of the existing speed humps.
3. 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.

#### **NJ TRANSIT BUS STOPS IN MANTUA AVENUE**

1. The County has adopted a Resolution for the designation of NJ Transit Bus Stops in Mantua Avenue. Now that the Bus Stops are official, NJ Transit will soon be installing the Bus Stop Signage and will be responsible for the maintenance of the signs.
  - A. The Borough Police Department will be responsible for enforcing the no parking restriction within the bus stop limits, which generally extend 100 feet between the nearest intersecting street and the bus stop.

#### **ORDINANCE MODIFICATIONS**

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

#### **AFFORDABLE HOUSING REGULATIONS**

1. No Change Since Last Report.

#### **VACATION OF ALLEY BETWEEN MONROE AVENUE AND CORSONS ALLEY**

1. No Change Since Last Report.

#### **STATE DEVELOPMENT AND REDEVELOPMENT PLAN UPDATE**

1. Our office is working with the Gloucester County Planning Department on updates to the State Development and Redevelopment Plan (State Plan) which provides the framework for guiding future development, redevelopment, conservation, preservation, and restoration efforts in the State of New Jersey.
  - A. A kick-off meeting to review the Cross-acceptance process was held on August 29, 2024.
  - B. For additional information, the State Office of Advocacy has established a website with information related to the State Plan, which can be accessed via the following link:  
<https://www.publicinput.com/njstateplan#tab-46261>

### **III. PRIVATE DEVELOPMENT PROJECTS AND INSPECTIONS:**

#### **AT&T CELLULAR ANTENNAE INSTALLATION**

1. We are currently reviewing AT&T's plans for the installation of a new Generator and 10' x 16' fenced-in compound to determine whether the proposed improvements fall within the scope of the allowable modifications that are permitted by the recently updated Federal and State Statutes.



- A. AT&T was unable to satisfy a recent request from CP Engineers for additional information regarding the location of the electric service for the AT&T Compound located adjacent to the Water Tower.
- B. To facilitate the gathering of this critical information, our office has forwarded the contact information for an Atlantic City Electric representative to AT&T.

**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. No Significant Activity.

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)



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### Best Practices Inventory Online Platform

#### Wenonah Borough

#### Scoring

Current Score: 40.50

Score	Aid Withheld
35 +	No aid withholding
31 - 34	25% of final aid payment withheld
27 - 30	50% of final aid payment withheld
0 - 26	100% of final aid payment withheld

Best Practices Inventory Online Platform

Survey

Wenonah Borough

Printable Questions

001a	Has your municipality been authorized to collect residential development fees to be deposited into an Affordable Housing Trust Fund?	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No
001b	If the answer to Question 1a is "Yes" on what date did the municipality first start collecting residential development fees. Fill-in date under Comments as MM/DD/YYYY. If 1a was answered "No" insert "Answered No" under Comments.	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No [0.00] N/A
001c	If the answer to Question 1a is "Yes" has your municipality adopted an ordinance setting forth conditions associated with affordable housing residential development fees? If so, fill-in the date the ordinance was adopted under Comments as MM/DD/YYYY. If not, insert "Answered No" or "Answered N/A" under Comments.	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No [0.00] N/A
002a	Has your municipality been assessing non-residential development fees pursuant to N.J.S.A. 40:55D-8.1 et seq.?	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No
002b	If the answer to Question 2a is "Yes" are the fees retained by the municipality in its own Affordable Housing Trust Fund or submitted to the State Treasurer?	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No [0.00] N/A
003a	Did your municipality receive Regional Contribution Agreement (RCA) funds prior to 2008?	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No
003b	If the answer to Question 3a was "Yes" have all RCA funds been expended pursuant to the approved RCA?	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No [0.00] N/A
003c	If the answer to Question 3b was "No" is the unspent balance of RCA funds currently in your municipality's Affordable Housing Trust Fund?	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No [0.00] N/A
004	Does your municipality have a third-round fair share affordable housing present need obligation? If so, the number of units completed that fulfill your municipality's third-round present need obligation under Comments (please only include numbers without text or explanation to facilitate tabulation); if your municipality does not have a third-round present need obligation, type "Answered No" under Comments. If responding "Other" please explain the reason under Comments.	Unscored Survey	Affordable Housing	[0.00] Yes [0.00] No [0.00] Other

005a	Unscored Survey	Affordable Housing	Does your municipality have a third-round fair share affordable housing prospective need obligation? If so, please provide your municipality's third-round fair share affordable housing prospective need obligation under Comments (please only include numbers without text or explanation to facilitate tabulation). This information can typically be found in your municipality's affordable housing settlement agreement, if one exists. Answer "No" if your municipality is an Urban Aid municipality that meets the qualification formula for an exemption from prospective need. If your municipality does not have a third-round prospective need obligation, type "Answered No" under Comments. If responding "Other" please explain the reason under Comments.	[0.00] Yes [0.00] No [0.00] Other
005b	Unscored Survey	Affordable Housing	If the answer to Question 5a is "Yes" please provide the number of units completed that fulfill your municipality's third-round prospective need obligation under Comments (please only include numbers without text or explanation to facilitate tabulation). If your municipality does not have a third-round prospective need obligation, type "Answered No" under Comments. If your answer to Question 5a is "Other" please state the reason under Comments.	
006	Unscored Survey	Affordable Housing	Has your municipality been the subject of a builder's remedy lawsuit for its third-round prospective need obligation in which the court imposed a judgment in favor of the builder?	[0.00] Yes [0.00] No
007a	Unscored Survey	Affordable Housing	Has your municipality reached an affordable housing settlement agreement for the third round with the Fair Share Housing Center, a builder, or any other interested party?	[0.00] Yes [0.00] No
007b	Unscored Survey	Affordable Housing	If the answer to Question 7a is "Yes" was the agreement approved by the courts and your municipality granted a Judgment of Compliance and Repose and Temporary Immunity from exclusionary zoning lawsuits?	[0.00] Yes [0.00] No [0.00] N/A
007c	Unscored Survey	Affordable Housing	If the answer to Question 7a is "Yes" does the settlement agreement impose a prospective need obligation, net of bonuses, credits, and realistic development potential adjustments, that was greater than zero?	[0.00] Yes [0.00] No [0.00] N/A
008	Unscored Survey	Affordable Housing	Has your municipality formally appointed a municipal housing liaison?	[0.00] Yes [0.00] No
009a	Unscored Survey	Broadband	Does your municipality have a municipally-owned fiber network providing broadband access?	[0.00] Yes [0.00] No
009b	Unscored Survey	Broadband	If the answer to Question 9a is "No" is your municipality actively considering or taking steps towards the build-out of a municipally-owned fiber network providing broadband access?	[0.00] Yes [0.00] No [0.00] N/A
010	Core Competencies	Budget	Unless the Local Finance Board sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). For CY2024 budgets the Local Finance Board extended these dates to March 29 and April 30, respectively, or the next regularly scheduled governing body meeting thereafter (See Local Finance Notice 2023-22). Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the extended dates authorized by the Local Finance Board? This question may only be answered "N/A" if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.	[1.00] Yes [0.00] No [1.00] N/A

011	Core Competencies	Budget	NJ.S.A. 40A:5-12 requires the chief financial officer of each municipality to file the Annual Financial Statement (A55) with the Division no later than February 10 (August 10 for SPY municipalities). Local Finance Notice 2023-22 announced the extension of this deadline to March 8. The statute specifies a \$5 per day penalty payable by the CMFO for failing to file the AFS within 10 days of after the time fixed for filing. Did your municipality file its AFS with the Division by no later than March 8 (or August 10 for SPY municipalities)?	[1.00] Yes [0.00] No
012	Core Competencies	Budget	Pursuant to NJ.S.A. 40A:2-40, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SPY municipalities)?	[1.00] Yes [0.00] No
013	Core Competencies	Budget	Recent amendments to NJ.A.C. 530-7.4 disqualify from local examination a municipality that has failed to submit to the Division the user-friendly budget section corresponding with the previous year's adopted budget. Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted CY2023/SPY2024 and CY2024 budgets?	[1.00] Yes [0.00] No
014	Core Competencies	Budget	Revenue from a local cannabis tax is required to be entered on the municipal budget under PCOA Code 08-240. If your municipality has adopted a local cannabis tax, does your municipal budget list revenue from its local cannabis tax under PCOA Code 08-240? Only answer N/A if your municipality has not adopted a local cannabis tax.	[1.00] Yes [0.00] No [1.00] N/A [1.00] Prospective
015	Best Practices	Budget	Has your municipality created an accumulated absence liability trust fund pursuant to NJ.A.C. 530-15.5, and annually deposit appropriations into the fund? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.	[0.50] Yes [0.00] No [0.50] N/A
016	Best Practices	Budget	NJ.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?	[0.50] Yes [0.00] No
017	Core Competencies	Capital Projects	Sections 7 and 8 of PL 2021, c. 184 amended NJ.S.A. 40A:4-43 and 4-44 to require any municipality having its own water system to reflect in its capital budget and capital program the water infrastructure improvements listed on the annual Water Quality/Accountability Act (WQAA) capital improvement report submitted to the Department of Environmental Protection (DEP). The Local Finance Board recently adopted amendments to NJ.A.C. 530-4.3 incorporating this statutory change into the municipal budget process. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?	[1.00] Yes [0.00] No [1.00] N/A
018	Core Competencies	Capital Projects	Has your municipality adopted a capital program as defined by NJ.A.C. 530-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to NJ.A.C. 530-4.3.	[1.00] Yes [0.00] No [1.00] N/A
019	Core Competencies	Cybersecurity	Is Multi Factor Authentication (MFA) required for remote access to your municipality's network? If yes, please state under Comments where your municipality deploys MFA (e.g. banking, privileged users in-network, off-network back ups).	[1.00] Yes [0.00] No
020	Core Competencies	Cybersecurity	Does your municipality require a password policy for all network users requiring alphanumeric complexity, length requirements, and either 1) at least annual updating; or 2) a password meeting advanced standards such as those from the National Institute of Standards & Technology (NIST)?	[1.00] Yes [0.00] No



021 Best Practices Cybersecurity (0.50) Yes  
 Has your municipality enrolled for membership in the New Jersey Cybersecurity & Communications Integration Cell (NJCCCI)? An NJCCCI membership provides access to the latest cyber alerts, bulletins, training notifications and other important updates. (0.00) No

022 Best Practices Environment (0.50) Yes  
 Have one or more public electric vehicle charging stations been installed on municipal property? (0.00) No

023 Best Practices Environment (0.50) Yes  
 When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or alternative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles. (0.00) No  
 (0.50) N/A

024 Core Competencies Ethics (1.00) Yes  
 The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2024 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board. (0.00) No  
 (1.00) N/A

025 Core Competencies Ethics (1.00) Yes  
 If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2024 roster but did not file the FDS by April 30, 2024? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board. (0.00) No  
 (1.00) N/A

026 Core Competencies Ethics (1.00) Yes  
 N.J.S.A. 2C:51-2.d permanently disqualifies from future public employment any person convicted of an offense "relating directly to the person's performance in, or circumstances flowing from, the specific public office, position or employment held by the person." Disqualification from public employment relating to a conviction for a disorderly persons or petty disorderly persons offense may be waived by the court upon application of the county prosecutor or the Attorney General and for good cause shown. As part of any job application process, does your municipality ask whether the applicant is currently disqualified from public employment due to a criminal conviction for which N.J.S.A. 2C:51-2.d applies? (0.00) No  
 (1.00) N/A  
 (1.00) Prospective

027 Core Competencies Financial Administration (1.00) Yes  
 At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 530-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change came into effect on January 1, 2024. See Local Finance Notice 2023-21 for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 530-8.2? (0.00) No  
 (1.00) N/A

028 Core Competencies Financial Administration (1.00) Yes  
 At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 530-5.7 requiring municipalities to maintain a general ledger for not only the current fund, but also for all other funds, as well as post totals for all funds to the general ledger on at least a monthly basis and maintain required original books of entry in an electronic format. See Local Finance Notice 2024-09 for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 530-5.7? (0.00) No

029 Core Competencies Financial Administration (1.00) Yes  
 Does your municipality post totals for all funds to the general ledger on at least a monthly basis? (0.00) No  
 (1.00) N/A  
 (1.00) Prospective

030 Core Competencies  
Does your municipality maintain required original books of entry in an electronic format?

- [1.00] Yes
- [0.00] No
- [1.00] N/A
- [1.00] Prospective

031 Core Competencies  
N.J.S.A. 40A:5-7 requires a synopsis of all audits, together with the auditor's recommendations, to be prepared and published by the municipal clerk at least once in the municipality's official newspaper or, if there is none, in a newspaper published in the local unit or, if there is no newspaper published in the local unit, in a newspaper having a general circulation in the municipality. If the municipal clerk fails to have publication of the synopsis and recommendations made within 30 days of receipt of the annual audit, the clerk shall be subject to a fine of \$10.00 payable to the local unit for each day after the expiration of the 30 days that such publication fails to appear. At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 530-6.4 that codifies the minimum content of the synopsis of audit along with the process for publishing the synopsis and corrective action plan. See Local Finance Notice 2024-10 for further details. Does your municipality publish the synopsis of audit as required pursuant to N.J.S.A. 40A:5-7?

Financial Administration

- [1.00] Yes
- [0.00] No
- [1.00] N/A
- [1.00] Prospective

032 Core Competencies  
Local Finance Notice 2024-11 updates municipalities and fire districts on current IRS guidance and Federal Fair Labor Standards Act (FLSA) guidance pertaining to incentives paid to volunteer firefighters and EMS (other than LOSAF). Nominal stipends funded through the federal Staffing for Adequate Fire and Emergency Response (SAFER) program's volunteer firefighter recruitment and retention (R&R) grant is also discussed. Has your municipality reviewed its volunteer fire and EMS incentives for compliance with federal requirements?

Financial Administration

- [1.00] Yes
- [0.00] No
- [1.00] N/A
- [1.00] Prospective

033 Best Practices  
N.J.A.C. 530-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 530-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 530-8.3(a)(4) or higher?

Financial Administration

- [0.50] Yes
- [0.00] No
- [0.50] N/A

034 Best Practices  
N.J.A.C. 530-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 530-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 530-8.4(b) or higher?

Financial Administration

- [0.50] Yes
- [0.00] No
- [1.00] N/A
- [1.00] Prospective

035 Core Competencies  
Subsection h. of N.J.S.A. 52:27D-437.16 requires each municipality to assess an additional fee of \$20 per unit inspected for lead hazards and deposited into the Department of Community Affairs' Lead Hazard Control Assistance Fund established pursuant to N.J.S.A. 52:27D-437.4. Has your municipality assessed and collected the above-reference \$20 fee assessment for each lead inspection and sent the proceeds to the Department of Community Affairs' Division of Housing & Community Resources for deposit into the Fund?

Lead Remediation

- [1.00] Yes
- [0.00] No
- [1.00] N/A
- [1.00] Prospective

036a Unscored Survey  
Does your municipality have a permanent local agency that is currently conducting inspections for lead-based paint hazards in rental dwellings and enforcing the provisions of PL 2021, c. 182? If your answer is "Other" fill-in the name of the municipal agency under Comments. If your answer is "Shared Service", please fill-in the name of the agency and the local unit providing the service under Comments. Further information concerning the requirements of this recently enacted law are available at <https://www.nj.gov/dca/codes/resources/leadpaint.shtml>.

Lead Remediation

- [0.00] Board of Health
- [0.00] Health Dept. or Division
- [0.00] Housing Dept. or Division
- [0.00] UCC Construction Code Enforcement
- [0.00] Code Enforcement (non-UCC)
- [0.00] Other
- [0.00] Shared Service
- [0.00] No local agency

036b Unscored Survey  
If your municipality does not have a permanent local agency or a shared service currently conducting inspections for lead-based paint hazards in rental dwellings to enforce the provisions of PL 2021, c. 182, has your municipality retained a lead evaluation contractor to provide paid lead inspection services?

Lead Remediation

- [0.00] Yes
- [0.00] No
- [0.00] N/A

037a Pursuant to PL 2021, c. 182, has your municipality identified rental dwellings that have experienced tenant turnover since July 22, 2022?  
 Unscored Survey      Lead Remediation      [0.00] Yes  
 [0.00] No

037b If your municipality has identified rental dwellings that have experienced tenant turnover since July 22, 2022, have all of those units been inspected prior to re-occupancy?  
 Unscored Survey      Lead Remediation      [0.00] Yes  
 [0.00] No  
 [0.00] N/A

038a The method of lead-based paint hazard inspection required for each municipality is at https://www.nj.gov/dca/codes/publications/pdf\_lead/doh\_lead\_data\_insp.pdf. If your municipality is required to perform a visual inspection, how many visual lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.  
 Unscored Survey      Lead Remediation

038b If your municipality is required to perform a dust wipe swiping under https://www.nj.gov/dca/codes/publications/pdf\_lead/doh\_lead\_data\_insp.pdf, how many dust wipe-sampling lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.  
 Unscored Survey      Lead Remediation

038c How many post-remediation lead-based paint inspections has your municipality conducted (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.  
 Unscored Survey      Lead Remediation

038d How many lead safe certifications have been issued by your municipality since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.  
 Unscored Survey      Lead Remediation

039 For any municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions following the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to PL 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by PL 2011, c. 78 for health benefits.  
 Core Competencies      Personnel      [1.00] Yes  
 [0.00] No  
 [1.00] N/A

040 Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of PL 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality's healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits.  
 Core Competencies      Personnel      [1.00] Yes  
 [0.00] No  
 [1.00] N/A

041 The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality refrain from paying overtime to employees classified as exempt under the FLSA?  
 Core Competencies      Personnel      [1.00] Yes  
 [0.00] No

042 Core Competencies Personnel [1.00] Yes  
 Has your municipality reviewed and updated its employee personnel manual/handbook within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date which the personnel manual was officially updated using the MM/DD/YYYY format. If not yes, please type "Did Not Answer Yes" into the comment box. [0.00] No

043 Core Competencies Personnel [1.00] Yes  
 At its July 2023 meeting, the Local Finance Board updated N.J.A.C. 530-16.2 to require a municipality's purchasing agent, certified public works manager, and business administrator/municipal manager to register for GovConnect by November 1, 2023. If your municipality has one or more of the above-referenced titles, have the individuals in those titles registered for GovConnect? [0.00] No  
 [1.00] N/A

044 Unsourced Survey Personnel [0.00] Acting Municipal Clerk  
 Does your municipality currently have an unlicensed individual serving as an acting municipal clerk, temporary chief municipal finance officer, temporary purchasing agent, and/or a temporary chief public works manager? Select as many as are applicable or None of the Above. [0.00] Temporary CMFO  
 [0.00] Temporary QPA  
 [0.00] Temporary CPWM  
 [0.00] None of the Above

045 Unsourced Survey Personnel [0.00] Yes  
 Does your municipality currently retain a chief financial officer through a professional services contract? [0.00] No

046 Core Competencies Procurement [1.00] Yes  
 The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(i)(iii). Page 3 of Local Finance Notice AU-2002-2 for further details. The standard EUS certification declaration (do not submit the form to DLGS) is available at [https://www.nj.gov/dca/divisions/digs/prgrams/spd\\_docs/eus\\_letterpdf](https://www.nj.gov/dca/divisions/digs/prgrams/spd_docs/eus_letterpdf). If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so? [0.00] No  
 [1.00] N/A

047 Core Competencies Procurement [1.00] Yes  
 N.J.S.A. 34:3A-11.6 authorizes the New Jersey Department of Labor and Workforce Development (NJDOLE) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOLE for such violation. A contract cannot be awarded to any contractor or vendor appearing on the WALL, which is available at <https://www.nj.gov/labor/eaj/osec/wall.shtml>. Is your municipality cross checking prospective vendor or contractor names against the WALL before awarding any contract over the quote threshold? [0.00] No  
 [1.00] Prospective

048 Core Competencies Procurement [1.00] Yes  
 P.L. 2023, c. 138 requires public works contractor registration and payroll certification for public works projects to be completed online at <https://njwages.nj.gov/>. Municipalities were required to be registered prior to August 15, 2024. Email [njwagehubinfo@dol.nj.gov](mailto:njwagehubinfo@dol.nj.gov) for assistance with registration. In addition to the NJ Wage Hub online requirements, certified payrolls shall continue to be submitted to the municipality in the manner and process that is consistent with each body's previous receipt of certified payrolls (e.g. email, fax). Is your municipality registered with NJDOLE's online certified payroll system? [0.00] No

049 Best Practices Procurement [0.50] Yes  
 If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCCL bid threshold. [0.00] No  
 [0.50] N/A

050 Best Practices Procurement [0.50] Yes  
 Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance. [0.00] No  
 [0.50] N/A

051 Core Competencies Shared Services

N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit

[1.00] Yes  
[0.00] No  
[1.00] N/A

052a Unscored Survey Shared Services

If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality (and the county in which that municipality is located) along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.

[0.00] Chief Financial Officer  
[0.00] Tax Collector  
[0.00] Tax Assessor  
[0.00] Municipal Clerk  
[0.00] Municipal Treasurer  
[0.00] Qualified Purchasing Agent  
[0.00] Certified Public Works  
[0.00] Public Works Superintendent  
[0.00] None of the Above

052b Unscored Survey Shared Services

If the answer to Question 52a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.

[0.00] Yes  
[0.00] No  
[0.00] N/A

053a Unscored Survey Special Improvement Districts

Has your municipality designated one or more special improvement districts (SID's) pursuant to N.J.S.A. 40:56-71?

[0.00] Yes  
[0.00] No

053b Unscored Survey Special Improvement Districts

If your municipality has designated one or more special improvement districts (SID's) pursuant to N.J.S.A. 40:56-71, does one or more SID have a business improvement zone established pursuant to N.J.S.A. 40:56-71.1, et seq.? Answer N/A if your municipality does not have a SID.

[0.00] Yes  
[0.00] No  
[0.00] N/A

054 Core Competencies Transparency

Are your municipality's codified and uncodified ordinances, including all current salary ordinances, posted on the municipality's website? Please provide the link to the webpage on which the ordinances are posted under Comments. If the answer is "No" type "Answered No" under Comments.

[1.00] Yes  
[0.00] No

055 Core Competencies Transparency

Does your municipality maintain on its website minutes and agendas for the governing body, planning board, board of adjustment and all commissions? Please provide the link to the webpage on which the agendas and minutes are listed under Comments. If the answer is "No" type "Answered No" under Comments.

[1.00] Yes  
[0.00] No

056 Core Competencies Transparency

Does your municipality's website have a calendar that is regularly updated with the meeting dates for governing body meetings along with the meetings of all other boards, committees, and commissions? Please provide the link to the webpage on which the calendar is listed under Comments. If the answer is "No" type "Answered No" under Comments.

[1.00] Yes  
[0.00] No

057 Core Competencies Transparency

Does your municipality maintain on its website the previous three years of adopted budgets and the current year introduced or adopted budget, inclusive of the user-friendly budget section? Please provide the link to the webpage on which the budgets are posted under Comments. If the answer is "No" type "Answered No" under Comments.

[1.00] Yes  
[0.00] No

058 Core Competencies Transparency

Does your municipality maintain on its website the most recent annual financial statement (AFS) and annual audit, including any corrective action plan? Please provide the link to the webpage on which both are posted under Comments. If the answer is "No" type "Answered No" under Comments.

[1.00] Yes  
[0.00] No

059	Best Practices	Transparency	[0.50] Yes [0.00] No
<p>Does your municipality post on its website all current labor agreements, including memoranda of understanding, contract amendments and "side letter" or "side bar" agreements? Please provide the link to the webpage on which current labor agreements are posted under Comments. If the answer is "No" type "Answered No" under Comments.</p>			
060	Core Competencies	Transparency	[1.00] Yes [0.00] No [1.00] N/A
<p>NJSA 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to <a href="mailto:contracts@perc.state.nj.us">contracts@perc.state.nj.us</a>. Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.</p>			
061	Core Competencies	Transparency	[1.00] Yes [0.00] No [1.00] N/A
<p>Pursuant to NJSA 34:13A-16.8(d)(2), PERC requires a summary of the cost impact associated with a municipality's completed contracts for all bargaining units. Police and fire contracts have one summary form, while non-police and fire contracts have another form. The summary forms and filing instructions are located at <a href="https://www.state.nj.us/perc/conciliation/contracts/">https://www.state.nj.us/perc/conciliation/contracts/</a>. Has your municipality filed the required PERC summary forms for all current completed labor agreements? Only answer N/A if your municipality does not have any employee labor unions.</p>			
062	Core Competencies	Transparency	[1.00] Yes [0.00] No [1.00] N/A
<p>In accordance with Governor Murphy's Executive Order 267 dated October 8, 2021 and outlined in LFN 2022-08 dated March 2, 2022, municipalities and counties were required to provide DLGS with a copy of all American Rescue Plan (ARP) LFRF reports filed with U.S. Treasury, including Project and Expenditure Reports, Interim Reports, and Recovery Plan and Performance Reports. Did your municipality file with DLGS all reports filed with Treasury? Only answer N/A if your municipality refused ARP LFRF Funding</p>			
063	Core Competencies	Transparency	[1.00] Yes [0.00] No [1.00] N/A
<p>P.L. 2023, c. 30, known as the "Elections Transparency Act," made various significant changes to New Jersey's pay-to-play laws. One of these changes is the prohibition on imposing pay-to-play provisions that are more restrictive than those in State law. The repeal of N.J.S.A. 40A:11-51, the statute that originally authorized local pay-to-play restrictions or grandfathered existing ones, is effective retroactive to January 1, 2023. See Local Finance Notice 2023-14 for further details. Has your municipality repealed any local pay-to-play ordinances or resolutions originally authorized or grandfathered by N.J.S.A. 40A:11-51? Answer N/A if your municipality did not have local pay-to-play restrictions on the books.</p>			
064	Best Practices	Transparency	[0.50] Yes [0.00] No
<p>Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at <a href="https://www.state.nj.us/treasury/taxation/relief.htm">https://www.state.nj.us/treasury/taxation/relief.htm</a>?</p>			
065a	Unscored Survey	Transparency	[0.00] Facebook [0.00] Instagram [0.00] X (f/k/a Twitter) [0.00] TikTok [0.00] LinkedIn [0.00] Other [0.00] None of the Above
<p>Does your municipality have one or more official social media accounts? Please select all that apply.</p>			
065b	Unscored Survey	Transparency	[0.00] Yes [0.00] No [0.00] N/A
<p>If your answer to Question 65a is "Yes", does your municipality allow comments on its social media posts?</p>			
065c	Unscored Survey	Transparency	[0.00] Yes [0.00] No [0.00] N/A
<p>If your answer to Question 65b is "Yes", does your municipality archive comments made on its social media posts?</p>			

066	Core Competencies	Redevelopment	<p>Upon the adoption of a resolution by a municipal governing body determining that a delineated area, or any part thereof, is an area in need of redevelopment or an area in need of rehabilitation, N.J.S.A. 40A:12A-6.b(5)(c) and 40A:12A-14a require the municipal clerk to transmit a copy of the resolution to the Commissioner of the Department of Community Affairs for review. If the area in need of redevelopment or rehabilitation is not located in an area in which development or redevelopment is to be encouraged pursuant to any State law, the determination shall not take effect without first receiving the review and approval of the Commissioner. If the area in need of redevelopment or rehabilitation is located within an area in which development or redevelopment is encouraged pursuant to State law, the resolution shall take effect after the municipal clerk has transmitted a copy of the resolution to the Commissioner. Areas in Need of Redevelopment and Areas in Need of Rehabilitation are featured on the NJ Community Asset Map hosted on the Office of Local Planning Services webpage under "Available Data and Applications." Has your municipality submitted all resolutions designating areas in need of redevelopment or rehabilitation within the municipality to the DCA Commissioner?</p>	<p>[1.00] Yes [0.00] No [1.00] N/A [1.00] Prospective</p>
067	Core Competencies	Redevelopment	<p>N.J.S.A. 40A:20-9.d requires an urban renewal entity with which the municipality has a financial agreement for a long-term payment in lieu of taxes (PILOT) to submit annually, within 90 days after the close of its fiscal year, its auditor's reports to the mayor and the governing body. Does your municipality enforce the annual submission of urban renewal entity audit reports and review those reports?</p>	<p>[1.00] Yes [0.00] No [1.00] N/A [1.00] Prospective</p>
068	Core Competencies	Utilities	<p>PL 2022, c.107 (N.J.S.A. 48:2-29.57 et seq. or the "Utility Reporting Law") requires the Board of Public Utilities (BPU) to collect data from both investor-owned utilities and local government-owned utilities regarding service to residential and commercial customers. The reporting template is available at <a href="https://nj.gov/bpu/agenda/doc/PL107/ReportingRequirementTemplateFinal.xlsx">https://nj.gov/bpu/agenda/doc/PL107/ReportingRequirementTemplateFinal.xlsx</a>. If your municipality has a water, sewer, or electric system, has your municipality complied with the reporting requirement in the Utility Reporting Law?</p>	<p>[1.00] Yes [0.00] No [1.00] N/A</p>
069	Core Competencies	Utilities	<p>Section 4 of PL 2021, c. 317 establishes a Winter Termination Program allowing eligible residential customers to avoid service shutoff from November 15 through March 15 for non-payment of water, sewer, or electric service provided by a local unit. See Local Finance Notice 2023-09 for further details. Has your municipality notified its residential ratepayers about the Winter Termination Program in the manner required under law with respect to the utility services it provides?</p>	<p>[1.00] Yes [0.00] No [1.00] N/A</p>