

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

APRIL 12, 2017

REGULAR MEETING

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THE APRIL 12, 2017 REGULAR TOWNSHIP COMMITTEE MEETING OF THE TOWNSHIP OF WATERFORD, WAS CALLED TO ORDER AT 7:00 PM BY THE MAYOR, WILLIAM A. RICHARDSON, JR.

MAYOR RICHARDSON NOTED THAT NOTICE OF TIME AND DATE FOR THIS MEETING APPEARED IN RESOLUTION #2017-7 DATED JANUARY 2, 2017. THIS NOTICE WAS SENT TO THE COURIER-POST, CENTRAL RECORD AND HAMMONTON GAZETTE NEWSPAPERS AS A LEGAL NOTICE AND SUNSHINE NOTICE IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS LAW". IT IS ALSO POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING.

MAYOR RICHARDSON REQUESTED THAT ALL CELL PHONES BE SILENCED TO ALLEVIATE DISRUPTION OF THE MEETING.

SALUTE TO THE FLAG:

OPENING PRAYER:

Opening Prayer was led by Committeewoman Sura

ROLL CALL:

Committeeman Campbell	-Present
Committeeman Ferguson	-Present
Committeeman Giangiulio	-Present
Committeewoman Sura	-Present
Mayor Richardson	-Present

PROFESSIONALS:

Susan E. Danson, Township Administrator	-Present
David C. Patterson, Esquire Township Solicitor	-Present
Lori Friddell, Township Clerk	-Present
Dawn Liedtka, Deputy Township Clerk	-Present
Chris Briglia, PE, ARH Associates	-Present

PRESENTATIONS: (NONE)

CLOSED SESSION: (Not Needed)

EMERGENCY ITEMS TO BE ADDED TO THE AGENDA: (None)

APPROVAL OF MINUTES:

1. Regular/Workshop Meeting March 22, 2017 *(Committeemen Campbell & Giangiulio absent)*
2. Closed Session March 22, 2017 *(Committeemen Campbell & Giangiulio absent)*

Moved by Committeeman Ferguson, 2nd by Committeewoman Sura to approve the Regular and Closed Session Meeting Minutes of March 22, 2017 as presented.

Poll Vote:	Campbell	- Abstain
	Ferguson	- Yes
	Giangiulio	- Abstain
	Sura	- Yes
	Richardson	- Yes

3-0-2 Motion Carried

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ADOPTION OF ORDINANCES: (SECOND READING/PUBLIC HEARING)

ORDINANCE #2017-13

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

Mayor Opened the Public Hearing for Comments

There Being No Public Comments, the Mayor Closed the Public Hearing for Comments

Moved by Committeeman Giangiulio, 2nd by Committeeman Ferguson to adopt Ordinance #2017-13

Roll Call Vote: Campbell - Yes
 Ferguson - Yes
 Giangiulio - Yes
 Sura - Yes
 Richardson -Yes

5-0 Motion Carried

COMMITTEE REPORTS:

Engineer's Report:

Township Engineer Briglia issued a report on projects going on within the township.

He informed the Committee that the USDA Pump Station bid specifications are approximately 60% complete. They hope to be able to go out for bids by the end of June.

Mr. Briglia also stated that reimbursement for the work on Bartram Ave is expected within a few weeks.

As far as pending projects, Mr. Briglia stated that the T-Mobile cell tower should be under way soon. He also stated that he will be speaking with Mr. Gary Finger of Community Affairs after the Easter holiday in regards to street lighting.

Mr. Briglia completed his report by stating that they are currently reviewing the pending agreement with American Water and that Engineer Rehmann will be present at their April 19th meeting.

Committeewoman Sura's Report:

Ms. Sura stated that there has been a lot of work going on by the Public Works Department. They have been cleaning up the baseball and softball fields and will be increasing trash collection at the fields to accommodate baseball/softball season.

Ms. Sura also reported that Dr. Brenda Haring has been named as the new Superintendent of Waterford Schools. The Board of Education has extended the contract of Inquiring Minds through August 31st to allow for them to hold the summer camp program at Waterford Elementary School.

Committeeman Ferguson's Report:

Mr. Ferguson informed the Committee of the success of the WTCEA Easter Egg Hunt as well as the WTAA Opening Day, both of which were held on Saturday, April 8th. He pointed out that the softball and baseball fields were in use from 8:30 AM through 9:30 PM. He also thanked the Committee for fixing the flag at Ritter Field.

Mr. Ferguson also reported that the Recreation Committee will be having a Moon Bounce at the Spring Fling on Saturday, May 20th.

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Committeeman Giangiulio's Report:

Mr. Giangiulio reported on a busy month of March for the Waterford Township Police Department. The WTPD were called out for service 1307 times in the month of March, including numerous warrant calls, DWI reports, and multiple Juvenile apprehensions.

Mr. Giangiulio read a letter written by Mr. Sam Soboleski from Jackson Road. Mr. Soboleski commended the Waterford Township EMS for their assistance when his wife called 911. He especially appreciated the help of EMS Chief Betty Ann Gardner. Committeeman Giangiulio reminded the Committee that the EMS would be holding a fundraising Coin Drop on April 29, 2017 at the intersection of Jackson and Cooper Roads.

Mr. Giangiulio reported that the Fire Department responded to 40 calls for service in the month of March. They were also involved in various trainings, which included leadership training and breathing apparatus training.

Committeeman Campbell's Report:

Committeeman Campbell described a letter that was received from the Atlantic County Joint Insurance Fund. He commended the employees of Waterford Township for practicing safe work habits. Because of these safe habits, the Township has earned \$2,150.00 from the JIF for outstanding performance.

Mr. Campbell stated that the Construction department issued 58 permits in the month of March and has collected \$12,079.00 in fees. He also stated that \$14,800 in fees have been waived for the construction of the Public Safety Building.

Mr. Campbell concluded his report by reminding the Committee that the Environmental Commission would be sponsoring a "Clean-up Day" in Waterford Township on Saturday, April 22nd.

Mayor Richardson's Report:

Mayor Richardson commended the performance of the Public Works Department during Winter Storm Stella. They were able to keep all of the roads salted as well as keep all the storm drains clear. The Public Works Department also installed new "Drug Free School Zone" signage in the township, in accordance with our ordinance. The Public Works employees were involved in PEOSHA training during the month of March. They have also been assisting the Township Engineer in reviewing the Copper and Lead Sampling plan. Mayor Richardson also informed the public that the fire hydrants will be flushed in the near future. . . if your water appears cloudy, just run it until it clears.

Mayor Richardson also addressed some questions he has been asked. Jackson Road Construction will be happening sometime in the mid-summer. The Pinelands Commission has given final approval to the Haines Boulevard Redevelopment Plan and the RFP for developers will be released sometime at the end of April. The Pinelands Commission has also given their approval to the cell tower on Jackson Road which will improve cell service to the township. The Public Safety Building is moving along nicely and the Dedication Committee is working on a ground breaking program.

OPEN MEETING TO THE PUBLIC: (FOR AGENDA ITEMS ONLY)

THE MAYOR OPENED THE MEETING TO THE PUBLIC FOR COMMENTS.

THERE BEING NO PUBLIC COMMENT, THE MAYOR CLOSED THE MEETING TO THE PUBLIC FOR COMMENTS.

APPLICATIONS: (NONE)

COMMUNICATIONS:

1. Atlantic County Joint Insurance Fund – 2016 Safety Incentive Program Awards - \$2,150.00
-Committeeman Campbell discussed in his report, so Mayor Richardson stated that no further communication is necessary.

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DISCUSSIONS:

1. Eagle Scout Project by Joseph Jose - Boy Scout Troop 48
TNR (Trap Neuter Release) Feral Cat Houses and Feeders
-Administrator Danson explained that the Boy Scout offered to construct feral cat houses and feeders. She commented that it is a great way to offset costs that the Township would otherwise incur. Consensus of the Committee was to permit the project and allow Ms. Danson to respond to Joseph Jose and determine locations at a later date.
2. Jackson Road Bike Path
-Administrator Danson informed the Committee that the County suggested installing a Bike Path on Jackson Road. A Bike Path would be costly to the Township so Ms. Danson is currently looking into available Grant moneys to help fund the suggested project.
3. Police Department Jail Cell Inspection and Submission of Letter of Certification to NJDOC
Adams, Rehmann & Heggan – Proposal/Quote – not to exceed \$1,750.00
-Administrator Danson explained that the jail cells must be inspected yearly and that our current cells are no longer in compliance. She further detailed that the jail cell construction plans are so old that the construction materials are not listed. The Township Committee agreed to move forward with ARH's proposal to inspect and submit letter of certification to NJDOC.

Moved by Committeeman Giangiulio, 2nd by Committeeman Ferguson to authorize the ARH proposal to inspect and submit letter of certification to the NJDOC

Roll Call Vote: Campbell - Yes
Ferguson - Yes
Giangiulio - Yes
Sura - Yes
Richardson -Yes

5-0 Motion Carried

4. Resolution Establishing a Policy for "Meeting Attendance"
-Solicitor Patterson explained that there is no issue with the Township Committee Meeting attendance, but that this policy is something being passed down by the state so that all public officials are aware that they are expected to be present at public meetings and to set policy for video and phone participation. He requested the Committee to seriously consider adding this Resolution to the Agenda.

RESOLUTION # 2017-144

RESOLUTION ESTABLISHING A POLICY FOR MEETING ATTENDANCE

Moved by Committeeman Giangiulio, 2nd by Committeewoman Sura to add RESOLUTION #2017-144 to the agenda.

Roll Call Vote: Campbell - Yes
Ferguson - Yes
Giangiulio - Yes
Sura - Yes
Richardson -Yes

5-0 Motion Carried

5. Property Acquisition – Block 1205, Lot 1 – (406 W. White Horse Pike)
-Solicitor Patterson explained that Camden Diocese has offered to sell the small parcel of property on the White Horse Pike (adjacent to the property for the new Public Safety Building) to the Township for \$5,000. Solicitor Patterson explained that the Committee will have to introduce an Ordinance to purchase the property. The Committee unanimously instructed him to move forward.

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OLD BUSINESS:

NEW BUSINESS: (INCLUDES RESOLUTIONS AND ORDINANCES)

RESOLUTIONS:

RESOLUTION # 2017-137

RESOLUTION AMENDING THE CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF WATERFORD

RESOLUTION # 2017-138

ADOPTING AND AUTHORIZING THE COUNTY OF CAMDEN, STATE OF NEW JERSEY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

RESOLUTION # 2017-139

RESOLUTION OF THE TOWNSHIP OF WATERFORD IN SUPPORT OF LEFT TURN PROHIBITIONS ALONG ROUTE US 30 (WHITE HORSE PIKE) OUT OF THE TD BANK, RITE AID PHARMACY AND MURPHY'S PLAZA DRIVEWAYS

RESOLUTION # 2017-140

RESOLUTION AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE OF SALE REGARDING BLOCK 1605, LOT 11

RESOLUTION # 2017-141

RESOLUTION OF THE TOWNSHIP OF WATERFORD APPROVING SUB-GRANT AGREEMENT WITH THE STATE OF NEW JERSEY OFFICE OF EMERGENCY MANAGEMENT

RESOLUTION # 2017-142

RESOLUTION AUTHORIZING THE SUBMISSION OF THE RECYCLING TONNAGE GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION (JANUARY 1, 2016 THROUGH DECEMBER 31, 2016)

RESOLUTION # 2017-144

RESOLUTION ESTABLISHING A POLICY FOR MEETING ATTENDANCE

Moved by Committeeman Giangiulio, 2nd by Committeeman Ferguson to adopt Resolutions #2017-137 through #2017-142 and #2017-144

Poll Vote:	Campbell	- Yes
	Ferguson	- Yes
	Giangiulio	- Yes
	Sura	- Yes
	Richardson	-Yes

5-0 Motion Carried

INTRODUCTION OF ORDINANCES:

ORDINANCE #2017-14

ORDINANCE OF THE TOWNSHIP OF WATERFORD AMENDING CHAPTER 208 OF THE CODE OF THE TOWNSHIP OF WATERFORD, CAPTIONED "PEDDLING AND SOLICITING"

Committeeman Giangiulio clarified stricter requirements of the proposed Ordinance. Mayor Richardson stated that he would have preferred even stricter regulations but it is limited by law.

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Moved by Committeeman Giangiulio, 2nd by Committeewoman Sura to introduce Ordinance #2017-14 with Public Hearing and Second Reading on April 26, 2017.

Poll Vote: Campbell - Yes
 Ferguson - Yes
 Giangiulio - Yes
 Sura - Yes
 Richardson -Yes

5-0 Motion Carried

ORDINANCE #2017-15

ORDINANCE OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE PURCHASE OF BLOCK 1205, LOT 1 ON THE TAX MAP OF THE TOWNSHIP OF WATERFORD

Moved by Committeeman Giangiulio, 2nd by Committeeman Campbell to introduce Ordinance #2017-15 with Public Hearing and Second Reading on April 26, 2017.

Poll Vote: Campbell - Yes
 Ferguson - Yes
 Giangiulio - Yes
 Sura - Yes
 Richardson -Yes

5-0 Motion Carried

PAYMENT OF BILLS:

1. Current Fund Bill List	\$ 2,192,138.70
2. Capital Fund Bill List	\$ 1,139.97
3. Utility Fund Bill List	\$ 203,236.49
4. Trust Fund Bill List	\$ 2,347.74
5. State Grant Bill List	\$ 9,170.41
6. Planning Board Escrow Bill List	\$ 8,393.00
7. Utility Escrow Bill List	\$ 981.25

Mayor Richardson noted that the Current Fund payment includes required school payment.

Moved by Committeeman Ferguson, 2nd by Committeeman Campbell to approve and pay the above bills as submitted if documentation is present and when funds are available

Poll Vote: Campbell - Yes
 Ferguson - Yes
 Giangiulio - Yes
 Sura - Yes
 Richardson -Yes

5-0 Motion Carried

OPEN MEETING TO THE PUBLIC:

MAYOR OPENED THE MEETING TO THE PUBLIC FOR COMMENTS

THERE BEING NO PUBLIC COMMENT, THE MAYOR CLOSED THE MEETING TO THE PUBLIC FOR COMMENTS

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ISSUES FROM THE TOWNSHIP COMMITTEE:

-Administrator Danson informed the Committee that on May 6, 2017, there would be a Shredding event in the Town Hall parking lot as well as a Hazardous Material collection at the Township lot on the corner of Raritan Avenue and Atco Avenue.

CLOSED SESSION:

RESOLUTION #2017-143

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE TOWNSHIP COMMITTEE TO GO INTO CLOSED SESSION PURSUANT TO N.J.S.A. 10:4-12 **Related to:**

1. Personnel
2. Contract Negotiations – Public Safety Building
3. Contract Negotiations – Memorandum of Understanding Community Champions
4. Attorney/Client Privilege – Wade Tax Appeals

Moved by Committeeman Campbell, 2nd by Committeeman Ferguson to adopt Resolution #2017-143
Voice Vote: All in Favor, No Objections, Motion Passed.

MAYOR RECESSED MEETING FOR CLOSED SESSION AT 7:44 PM

MAYOR RECONVENED THE MEETING AT 8:28 PM

ROLL CALL:

Committeeman Campbell	- Present
Committeeman Ferguson	- Present
Committeeman Giangiulio	- Present
Committeewoman Sura	- Present
Mayor Richardson	- Present

STATEMENT ON RETURN FROM CLOSED SESSION:

Solicitor Patterson stated that no decisions were made in Closed Session.

ADJOURNMENT:

Moved by Committeeman Ferguson, 2nd by Committeeman Giangiulio to adjourn meeting at 8:28 PM

Voice Vote: All in favor, No Objections, Motion Passed.

Respectfully Submitted by:



Dawn M. Liedtka
Deputy Township Clerk

MONTHLY ENGINEER'S REPORT TOWNSHIP COMMITTEE



April 7, 2017

Prepared for:

Waterford Township
2131 Auburn Avenue
Atco, NJ 08004

Prepared by:



Adams, Rehmann & Heggan Associates, Inc.
215 Bellevue Avenue
Hammonton, NJ 08037-2019

ARH File #77-01000

CAPITAL ITEMS:

1. **USDA Water and Sewer Infrastructure (ARH #77-01041)**
The pump station design plans and specifications are at approximately 60% completion status. We should complete the design work by May 2017. We anticipate the project being bid in the mid-Summer of 2017.
2. **Bartram Avenue Roadway Repairs (ARH #77-04005)**
We are in the process of closing out the project for final reimbursement from the NJDOT.
3. **FY2016 NJDOT – Lincoln Avenue Improvements (ARH #7704007)**
Our office is in the process of finalizing the design plans and specifications for the Lincoln Avenue Road Improvements project. We will submit final-draft copies of the plans and specifications to the NJDOT and the Township Committee for their review and approval prior to advertising the project for bids. We anticipate advertising for bids in May 2017.
4. **FY2017 NJDOT Applications (ARH #7704004)**
Our office has prepared and submitted the NJDOT 2017 Local Aid Project Applications for Hilltop Road from Joyce Way to the cul-de-sac (Municipal Aid) and Bates Mill Road approximately from Old White Horse Pike to the Township boundary line (Discretionary Aid). We await notice of funding from the NJDOT.
5. **Water Conservation and Drought Management Plan (ARH #7701047)**
Our office has prepared and submitted the Water Conservation and Drought Management Plan to the NJDEP, Township Public Works Department, and the Township Licensed Water System Operator. We await review and comment from the respective agencies.
6. **L&C Sample and WQP Sample Plans (ARH #7703004)**
Our office has prepared and submitted a draft copy of the Lead & Copper Sampling Plan and Water Quality Parameter Sampling Plan to the Township Public Works Department, the Township Licensed Water System Operator, and Township officials for review and comment prior to submittal to the NJDEP no later than April 12, 2017.
7. **Township Public Safety Building – (ARH #5152211)**
Site improvements are being installed according to the approved construction plans. We have been assisting with the project coordination and permitting process. We will keep the Township Committee and Department of Public Works informed periodically of site improvement progress.
8. **CCMUA Loan Program (ARH #7705001.01)**
Our office was authorized to perform preliminary engineering services which included soliciting sewer system cleaning and televising quotes; monitoring the cleaning/televising and reporting results to the Committee and project scoping services. We offer the following comments regarding the latest project status:

Cleaning & Televising:

- a. Russel Reid has cleaned and televised the sewer mains within the project limits and has provided the video footage and report documents. We have reviewed the video footage of the sewer mains within the preliminary project limits and the footage indicates the existing sanitary sewer structures and pipe are generally in good condition. We are preparing a formal report and will submit our findings and recommendations to the Township Committee.

Project Scoping Services:

- a. We discussed possibly cleaning and televising the sewer mains along White Horse Pike with the Township Department of Public Works. We would consider this to be the next phase of cleaning and televising the sewer to investigate its condition.
- b. After meeting with Andy Kricun of the CCMUA to discuss our anticipated project, we have been in contact with him on a few occasions, our last being January 31, 2017. He indicated he is trying to locate the Waterford Township Sanitary Sewer Study which dates back to 1975. He has no updated information regarding the funding application process and procedures at this time.
- c. We have been researching the costs associated with the temporarily metering the sewage flow into pump station #1 and comparing the flow at different times of day and during different weather conditions. The costs for the metering and study can range from \$4,100.00 to \$9,000.00 for a one-month to a three-month study at pump station #1. These prices would include our service fees. We would recommend soliciting quotes for a minimum two-month metering study, as this would most likely catch diverse weather and peak flow patterns. This data will confirm the presence of I&I in the Township sewer system and its overall magnitude. We would recommend performing the temporary metering study in from April to May 2017.

ESCROW ITEMS:

1. Water Main Extension - Universal Forest Products (ARH #7720004)

The 12" water main extension along Jackson Road has commenced and the work is nearly complete within the roadway. The 8" service lines are now being constructed into the United Forestry Products property. The new water main is being flushed and pressure tested within the road right-of-way today April 7, 2017. We will keep the Township Committee and Department of Public Works advised of any construction progress.

2. Township Municipal Parking Lot (ARH#7701045)

The site improvements have been installed to substantial completeness, as indicated in our letter to the project engineer dated January 24, 2017. The applicant expects to obtain Pinelands Commission approval this week, to move forward with the T-Mobile Cell Tower construction (*ref. item 3 below*). There are

still a number of site improvements and administrative items remaining which will need to be addressed in conjunction with the construction of the cell tower.

3. T-Mobil Cell Tower – (ARH #7710022)

Our office has prepared and submitted a performance guarantee and construction inspection escrow estimate for the project on April 4, 2017. The applicant proposes to construct the cell tower prior to installing the remaining municipal parking lot site improvements. It should also be noted at this time that administrative items still remain, which will need to be addressed prior to holding a pre-construction meeting or any construction activity.

4. Dollar General – Atco Development Associates, LLC (ARH#7710020)

Site improvements are being installed and the building foundation and walls have been placed. The drainage improvements have been installed and construction of the NJDOT curb and sidewalk is progressing. Utility connections are being installed and it is expected the parking lot will be paved in the next week or shortly thereafter. We will keep the Township Committee and Department of Public Works informed periodically of site improvement progress.

5. Deeper Life Bible Church – (ARH #7712010)

Site improvements are being installed according to the approved site plans. It is anticipated that the parking lot surfacing and grading will be performed in the coming weeks. We will keep the Township Committee and Department of Public Works informed periodically of site improvement progress.