

**TOWNSHIP OF WATERFORD  
TOWNSHIP COMMITTEE  
MINUTES**

SEPTEMBER 13, 2017

REGULAR MEETING

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THE SEPTEMBER 13, 2017 REGULAR TOWNSHIP COMMITTEE MEETING OF THE TOWNSHIP OF WATERFORD WAS CALLED TO ORDER AT 7:04 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:**

The 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:**

- Joe Casian - Presentation of completed Eagle Scout project benefitting the Township of Waterford
  - Mayor Richardson along with Deputy Mayor Campbell and members of the Waterford Township Environmental Commission commended Joe Casian on the Eagle Scout project he completed. Terri Chiddenton noted that he did a beautiful job on the storm drain labeling project. Joe Casian reported that he labeled and GPS mapped 290 storm drains. He was grateful for the Environmental Commission members, especially Dave Chiddenton, for their assistance and guidance. Mayor Richardson presented him with a Certificate of Appreciation.

**CLOSED SESSION:** Not Needed

**EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:**

Administrator Danson requested the addition of "Public Safety Building" to Closed Session Resolution #2017-249.

Mayor Richardson requested the addition of Resolution #2017-250 – Resolution of the Township of Waterford acknowledging proposed change order no. 4 for the public safety building pursuant to

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contract awarded and administered by The Camden County Improvement Authority (increasing contract amount \$4,171.00) be considered during the Resolutions section of agenda.

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Ferguson to add "Public Safety Building" to the Closed Session Resolution #2017-249 add Resolution #2017-250 to the agenda.

Voice Vote: All in favor, no objections, motion passed

**APPROVAL OF MINUTES:**

1. Regular/Workshop Meeting August 23, 2017

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Campbell to approve the Regular/Workshop Meeting Minutes of August 23, 2017 as presented.

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

5-0 Motion Carried

**ADOPTION OF ORDINANCES:** (NONE)

**COMMITTEE REPORTS:**

Engineer's Report:

Township Engineer Briglia issued a report on projects going on within the Township. He informed the Committee that the design plans for the Pump Station should be approved shortly. The Lincoln Avenue project is nearing completion and the Hilltop Road design is underway. Quotes for Schoolhouse Lane have been received and a recommendation for award has been given. The proposal for engineering services for the Township generators is being revised to bring within budget. The Energy audit application is still under review at the state. A contractor has reviewed the current SCADA system and recommends that complete system replacement is not necessary. ARH will look to solicit quotes for a radio study. Committeeman Campbell questioned where the parking lot mentioned in the report is located. Mr. Briglia confirmed that it is where the newly constructed tower is and Administrator Danson commented that the lot is unpaved.

Administrator Danson's Report:

Township Administrator Danson reminded the Committee of the Community Wide Yard Sale being held on September 30, 2017. The cost to register is \$5 and gets residents on the map as well as a yard sign.

Committeeman Ferguson's Report:

Committeeman Ferguson had no report on the Waterford Township Civic and Events Association. He commented that the Recreation Committee is happy to announce that volleyball courts at Ritter have been completed and that the renovations of the tennis courts at Thomas Richards School is underway.

Committeewoman Sura's Report:

Committeewoman Sura informed the Committee that the Lincoln Avenue project is nearing completion. She had no report from the Waterford Township Board of Education other than the Township Committee hopes to be able to have a joint meeting with the Board prior to year's end.

Committeeman Giangiulio's Report:

Committeeman Giangiulio delivered the Public Safety Report. Mr. Giangiulio gave the Police Report, detailing calls and arrests for the month of August. He also reported on the Firewise program being implemented by the Fire Department and Office of Emergency Management. They will be evaluating homes in an area of the Township that they deemed to be most threatened in the case of a forest fire. Mr. Giangiulio stressed that they need the support of the community. He also noted that the Fire Department held a training at Ritter for the "Explorers." The EMS volunteers have been busy holding fundraisers; Committeeman Giangiulio encouraged residents to support them. The Office of Emergency Management have

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partnered with the Environmental Commission to purchase a "ready pack" to provide care to 50 people in the case of an emergency.

Committeeman Campbell's Report:

Mr. Campbell reported on the Construction, Zoning, and Code Enforcement Offices.

Committeeman Campbell also reminded the community that the Environmental Commission will be holding a Fall clean-up day on October 14<sup>th</sup>. They will also be holding a free shredding event this day at the Clementon Gun Club.

Mayor Richardson's Report:

Mayor Richardson delivered the Public Works Department report. He informed the community that roadside mowing has been completed. An emergency generator for the Public Works building should be installed soon. The Public Works department has also been busy with asphalt repairs to area roads and sidewalks as well as replacing water valve lids on Jackson Road. They have also repaired a roof leak at the Senior Citizen Center and prepared the area in the rear of the building for a paver patio. Mayor Richardson also reminded the community that they will be having a "Town Hall Meeting" on October 12, 2017 at 7:00 PM at the Senior Citizen Center.

**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:**

1. FACILITY & FIELD USE PERMIT APPLICATION

Victory Bar & Grill – Men's Softball

Waterford Field – "Field C"

Sundays, 9/17/17 – 11/26/17 – 9:00a.m. – 2:00p.m.

*Contingent upon filing of Certificate of Insurance and list of participants*

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeewoman Sura to approve application item #1 as submitted  
Voice Vote: All in favor, no objections, motion passed

**COMMUNICATIONS:**

1. Pine Barrens Adventure Camp LLC, seeking confirmation of notification and statement of no objections regarding the planned route of their 2017 Pine Barrens 500 "Adventure Ride" Event on October 27, 2017 through October 29, 2017 in order to comply with Pinelands Commission Requirements.

Moved by Committeeman Campbell, 2<sup>nd</sup> by Committeeman Ferguson to confirm receipt of written notification and statement of no objection for the use of municipal roads as connectors between trails during the event with no objection from Police Chief Cormaney.

Voice Vote: All in favor, no objections, motion passed

2. Letter from the Waterford Township War Memorial Committee seeking confirmation of event dates for the 10<sup>th</sup> Annual Waterford Township Fall Festival on Saturday, October 28, 2017 from 2p.m. to 4p.m. with a rain date of Sunday, October 29, 2017.

Moved by Committeeman Giangliullo, 2<sup>nd</sup> by Committeeman Ferguson to confirm receipt of written notification and statement of no objection to the 10<sup>th</sup> Annual Waterford Township Fall Festival being held on Saturday, October 28, 2017 from 2p.m. to 4p.m. with a rain date of Sunday, October 29, 2017.

Voice Vote: All in favor, no objections, motion passed

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**DISCUSSIONS:**

1. Schoolhouse Lane Improvements – RFQ Second Round Results

Administrator Danson reported that they have received recommendation from ARH regarding this award. The Chief Financial Officer has confirmed that there are funds available for this project. Mayor Richardson questioned the length of road this project encompasses. Engineer Briglia presented the plan and explained the necessity for the extended length.

Moved by Committeeman Giangiulio, 2nd by Committeeman Ferguson to add Resolution #2017-251 to the agenda to award a contract to JEM Paving for Schoolhouse Lane improvements. Township Solicitor presented a draft resolution to the Committee for consideration.

Voice Vote: All in favor, no objections, motion passed

**OLD BUSINESS:** (NONE)

**NEW BUSINESS:** (INCLUDES RESOLUTIONS AND ORDINANCES)

**RESOLUTIONS:**

**RESOLUTION # 2017-238**

RESOLUTION AUTHORIZING AND APPROVING A PROPOSAL BY ADAMS, REHMANN AND HEGGAN TO PROVIDE ENGINEERING SERVICES FOR PREPARATION OF THE NJDOT 2018 LOCAL AID PROGRAM APPLICATIONS (\$3,700.00)

**RESOLUTION # 2017-239**

RESOLUTION APPROVING AND AUTHORIZING LIENS ON REAL PROPERTY WITHIN THE TOWNSHIP OF WATERFORD FOR MAINTENANCE WORK PERFORMED BY THE TOWNSHIP OF WATERFORD

**RESOLUTION # 2017-240**

RESOLUTION AUTHORIZING THE ANNUAL RENEWAL OF THE ALCOHOLIC BEVERAGE PLENARY RETAIL CONSUMPTION LICENSE FOR KRISHNA DMJ, LLC – 0435-33-014-008 FOR THE LICENSE TERM 2017/2018

**RESOLUTION # 2017-241**

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT TO BOTT ELECTRICAL CONTRACTOR FOR THE PURCHASE AND INSTALLATION OF A KOHLER 100KW DIESEL GENERATOR FOR THE PUBLIC WORKS BUILDING (\$39,972.00)

**RESOLUTION # 2017-242**

RESOLUTION SUPPORTING THE MAYOR'S WELLNESS CAMPAIGN

**RESOLUTION # 2017-243**

RESOLUTION ACCEPTING RESIGNATION OF WATERFORD TOWNSHIP POLICE OFFICER DAVID J. LASASSA

**RESOLUTION # 2017-244**

RESOLUTION APPROVING AGREEMENT BETWEEN THE TOWNSHIP OF WATERFORD AND DAVID LASASSA REGARDING POLICE DEPARTMENT K9 RIKA

**RESOLUTION # 2017-245**

RESOLUTION AUTHORIZING THE WATERFORD TOWNSHIP MUNICIPAL BUILDING PARKING LOT AT 2131 AUBURN AVE. ATCO NJ 08004 TO BE A DESIGNATED INTERNET EXCHANGE SAFETY ZONE

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**RESOLUTION # 2017-246**

RESOLUTION AUTHORIZING THE WATERFORD TOWNSHIP CIVIC & EVENTS ASSOCIATION AND THE WATERFORD TOWNSHIP WAR MEMORIAL COMMITTEE TO CLOSE VARIOUS STREETS FOR THEIR ANNUAL HALLOWEEN PARADE AND FESTIVITIES ON SATURDAY, OCTOBER 28, 2017 (RAIN DATE OF SUNDAY, OCTOBER 29, 2017)

**RESOLUTION # 2017-247**

RESOLUTION AUTHORIZING THE WATERFORD TOWNSHIP CIVIC & EVENTS ASSOCIATION TO CLOSE VARIOUS STREETS FOR THEIR ANNUAL WINTER ON THE AVENUE EVENT ON SATURDAY, DECEMBER 2, 2017

**RESOLUTION # 2017-248**

RESOLUTION CONFIRMING THE AUTHORIZATION OF A WATER CONNECTION FEE PAYMENT PLAN FOR BLOCK 2001, LOT 44

**RESOLUTION # 2017-250**

RESOLUTION OF THE TOWNSHIP OF WATERFORD ACKNOWLEDGING PROPOSED CHANGE ORDER NO. 4 FOR THE PUBLIC SAFETY BUILDING PURSUANT TO CONTRACT AWARDED AND ADMINISTERED BY THE CAMDEN COUNTY IMPROVEMENT AUTHORITY (INCREASING CONTRACT AMOUNT \$4,171.00)

**RESOLUTION # 2017-251**

RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO JEM PAVING FOR SCHOOLHOUSE LANE IMPROVEMENTS

Moved by Committeewoman Sura, 2<sup>nd</sup> by Committeeman Giangiulio to adopt Resolutions #2017- 238 through #2017- 248 and #2017-250 and #2017-251.

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

5-0 Motion Carried

**INTRODUCTION OF ORDINANCES:**

**ORDINANCE #2017-21A**

ORDINANCE TO RELEASE, VACATE AND EXTINGUISH ANY AND ALL PUBLIC RIGHTS IN AND TO A PORTION OF ALMIRA AVENUE IN THE TOWNSHIP OF WATERFORD, COUNTY OF CAMDEN, STATE OF NEW JERSEY

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Campbell to introduce Ordinance #2017-21A with Public Hearing and Second Reading on October 11, 2017.

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

5-0 Motion Carried

**ORDINANCE #2017-22**

ORDINANCE AMENDING CHAPTER 176 OF THE CODE OF THE TOWNSHIP OF WATERFORD CAPTIONED "LAND USE, DEVELOPMENT AND ZONING LEGISLATION" (CHAPTER 176-77 "NON-CONFORMING USES AND STRUCTURES")

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Campbell to introduce Ordinance #2017-22 with Public Hearing and Second Reading on October 11, 2017.

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

5-0 Motion Carried

**ORDINANCE #2017-23**

ORDINANCE AMENDING CHAPTER 124 OF THE CODE OF THE TOWNSHIP OF WATERFORD CAPTIONED "FEES"  
(UNIFORM CONSTRUCTION CODE FEES)

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeeman Campbell to introduce Ordinance #2017-23 with Public Hearing and Second Reading on September 27, 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	\$ 1,763,500.90
2. Capital Fund Bill List	\$ 12,675.00
3. Utility Fund Bill List	\$ 29,785.67
4. Utility Capital Fund Bill List	\$ 24,823.25
5. Trust Fund Bill List	\$ 11,513.40
6. State Grant Bill List	\$ 15,137.67
7. Planning Board Escrow Bill List	\$ 1,053.25

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeewoman Sura 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:**

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.

**ISSUES FROM THE TOWNSHIP COMMITTEE:**

Mayor Richardson thanked Committeeman Ferguson for representing the Township Committee at the Wharton Run development event.

**CLOSED SESSION:**

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**RESOLUTION #2017-249**

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. Attorney/Client – Employee Sick-Time Sellback
2. Attorney/Client - Negotiation of Field Usage Fees
3. Attorney/Client – Haines Boulevard Redevelopment Area
4. Litigation – Palladino vs. Township of Waterford
5. Contract Negotiations – Public Safety Building

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Ferguson to adopt Resolution #2017-249  
Voice Vote: All in favor, no objections, motion passed

MAYOR RECESSED THE MEETING FOR CLOSED SESSION AT 7:46 PM

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeewoman Sura to reconvene meeting in open session.

Voice Vote: All in favor, no objections, motion passed

MAYOR RECONVENED THE MEETING AT 8:34 PM.

**ROLL CALL:**

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

**STATEMENT ON RETURN FROM CLOSED SESSION:**

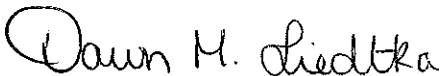
Solicitor Patterson stated that no final decisions were made in Closed Session.

**ADJOURNMENT:**

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Ferguson to adjourn meeting at 8:35 PM

Voice Vote: All in favor, no objections, motion passed

Respectfully Submitted by:



Dawn M. Liedtka  
Deputy Township Clerk

Approval Date: 9/27/17

**MONTHLY ENGINEER'S REPORT  
TOWNSHIP COMMITTEE**



September 8, 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 #7701000



**CAPITAL ITEMS:**

**1. USDA Water and Sewer Infrastructure (ARH #7701041)**

We submitted the pump station design plans and specifications to both the NJDEP and USDA for approval. The NJDEP has contacted our office and informed us that they are in the final stages of their review of the amended pump station plans and specifications and we should have the TWA permit within the next couple of weeks. We will proceed to advertise for project bids subject to the approval of the previously mentioned agencies.

**2. FY2016 NJDOT – Lincoln Avenue Improvements (ARH #7704007)**

The project is under construction and the sidewalk, curb and ADA ramps are complete. The roadway was finished being paved on September 8, 2017. We anticipate that the project construction will be complete by the end of next week.

**3. FY2017 NJDOT – Hilltop Road Improvements (ARH #7704009)**

We are preparing the preliminary design of the road improvement plans. We anticipate submitting preliminary plans to the Township and NJDOT for approval to advertise for bids in the coming weeks. We will keep the Township informed of project design status.

**4. FY2018 NJDOT – Local Aid Applications (ARH #P2017.0538)**

We submitted a proposal for engineering services to prepare the NJDOT 2018 Municipal Aid applications, for the Township Committee's consideration. We intend on submitting one (1) application for both Trout Drive and Genessee Avenue and one (1) application for Whispering Pines Drive for municipal aid funding in 2018. The application submittal deadline is October 6, 2017 through NJDOT SAGE.

**5. Schoolhouse Lane Improvements (ARH #7704010)**

We have solicited a second round of quotes for this project, which were received on August 29, 2017. JEM Paving, LLC is the apparent low quote at \$34,270.00. We submitted an award recommendation to the Township for consideration.

**6. Township Municipal Building Emergency Generator – (ARH #P2017-0487)**

We submitted a proposal for engineering services to prepare the engineering plans and specifications for the Township municipal building emergency generator, for the Township Committee's consideration. We spoke to the Township Administrator after we submitted the proposal and discussed options to revise the proposal in an effort to fall within the anticipated project budget. We will work with the Township to attain the best possible solution in order to move this project forward.

**7. Township Public Safety Building (ARH #5152211)**

Site improvements are being installed according to the approved construction plans. The water and sewer services were connected to the municipal utilities with the work being witnessed by our office. We will keep the Township Committee

and Department of Public Works informed periodically of site improvement progress.

**8. Local Government Energy Audit (ARH #7701000)**

We have submitted additional information to the LGEA Program representative for her further review and approval of the registration application. We were contacted by the project manager and are in the final stages of the review process. We will keep the Township Committee informed of any progress.

**9. Township SCADA System Upgrade (ARH # P2017.0520)**

We are developing a proposal for the cost to upgrade the Township SCADA system. We would recommend developing this proposal as follows:

- a. We met with the Township Public Works Department and a company who specializes in SCADA systems to determine the scope of the project and the costs associated with professional services and equipment.
- b. We were advised to have a radio path study performed as a first step to designing system upgrades. We were also advised to have a system documentation and inventory performed to be able to properly determine the scope of work involved with the project. We will provide a proposal to solicit quotes for the Township's consideration.
- c. Based on the information we receive in items (a.) & (b.) above, we will prepare a proposal for the design of an upgraded SCADA system for the Township.

**10. CCMUA Loan Program (ARH #7705001.01)**

We offer the following comments regarding the latest potential project status:

- a. We have not heard from Andy Kricun of the CCMUA, since he mentioned the Freeholders and CCMUA Commissioners would meet to develop a recommended plan. We will contact him to be advised of any program updates.
- b. Program funding would apply towards repair of sewer systems under County roads only, at this time. Funding the repair of sewer systems under local roads was discussed but nothing has been decided. Funding the repair of sewer systems under State Highways is not being considered at this time.

**ESCROW ITEMS:**

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

We are in the process of closing out the project. The water service lines have been constructed, tested and turned on for service.

**12. Township Municipal Parking Lot (ARH#7701045)**

We were notified by the site contractor that construction of the parking area and detention basin should be complete by the end of next week. We will keep the Township Committee and Department of Public Works advised of construction progress.

**13. T-Mobile Cell Tower (ARH #7710022)**

We understand that the T-Mobile site is nearly complete and ready for a final site walk-through inspection. We will keep the Township Committee and Department of Public Works advised of construction progress.

**14. Deeper Life Bible Church (ARH #7712010)**

Construction of this project has been stalled for months. According to the site engineer, this is apparently due to a financial dispute between the developer and contractor. The developer is apparently attempting to hire another contractor to finish the site. We will keep the Township Committee and Department of Public Works informed periodically of site improvement progress.