

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

OCTOBER 11, 2017

REGULAR MEETING

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THE October 11, 2017 REGULAR TOWNSHIP COMMITTEE MEETING OF THE TOWNSHIP OF WATERFORD WAS CALLED TO ORDER AT 7:02 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 Committeeman Ferguson.

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:

Administrator Danson requested the addition of Resolution #2017-266- Resolution Of The Township Of Waterford Acknowledging Proposed Change Order No. 6 For The Public Safety Building Pursuant To Contract Awarded And Administered By The Camden County Improvement Authority (Increasing Contract Amount \$19,244.00)

Moved by Committeeman Giangiulio, 2nd by Committeeman Campbell to add Resolution #2017-266 to the agenda.
Voice Vote: All in favor, no objections, motion passed

APPROVAL OF MINUTES:

1. Regular/Workshop Meeting September 27, 2017
2. Closed Session Meeting September 27, 2017

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Moved by Committeeman Giangiulio, 2nd by Committeewoman Sura to approve the Regular/Workshop Meeting Minutes and the Closed Session Meeting Minutes of September 27, 2017 as presented

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

5-0 Motion Carried

ADOPTION OF ORDINANCES:

ORDINANCE #2017-21A (Second Reading/Public Hearing)

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

Public Hearing on Ordinance #2017-21A

The Mayor Opened the Public Hearing on Ordinance #2017-21A to the Public for Comments.

There Being No Public Comment, the Mayor Closed the Public Hearing on Ordinance #2017-21A to the Public for Comments.

Moved by Committeeman Giangiulio, 2nd by Committeeman Ferguson to adopt Ordinance #2017-21A

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

5-0 Motion Carried

ORDINANCE #2017-22 (Second Reading/Public Hearing)

ORDINANCE AMENDING CHAPTER 176 OF THE CODE OF THE TOWNSHIP OF WATERFORD CAPTIONED "LAND USE, DEVELOPMENT AND ZONING LEGISLATION" (*Non-Conforming Uses and Structures*)

Public Hearing on Ordinance #2017-22

The Mayor Opened the Public Hearing on Ordinance #2017-22 to the Public for Comments.

There Being No Public Comment, the Mayor Closed the Public Hearing on Ordinance #2017-22 to the Public for Comments.

Moved by Committeeman Campbell, 2nd by Committeeman Giangiulio to adopt Ordinance #2017-22

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

5-0 Motion Carried

ORDINANCE #2017-24 (Second Reading/Public Hearing)

ORDINANCE DESIGNATING THE CAMDEN COUNTY IMPROVEMENT AUTHORITY AS THE REDEVELOPMENT ENTITY FOR IMPLEMENTING THE HAINES BOULEVARD REDEVELOPMENT PLAN

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Public Hearing on Ordinance #2017-24

The Mayor Opened the Public Hearing on Ordinance #2017-24 to the Public for Comments.

There Being No Public Comment, the Mayor Closed the Public Hearing on Ordinance #2017-24 to the Public for Comments.

Moved by Committeeman Giangiulio, 2nd by Committeeman Campbell to adopt Ordinance #2017-24

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

5-0 Motion Carried

ORDINANCE #2017-25 (Second Reading/Public Hearing)

ORDINANCE AMENDING CHAPTER 201 OF THE CODE OF THE TOWNSHIP OF WATERFORD CAPTIONED "PARKS, PLAYGROUNDS AND RECREATION AREAS"

Public Hearing on Ordinance #2017-25

The Mayor Opened the Public Hearing on Ordinance #2017-25 to the Public for Comments.

There Being No Public Comment, the Mayor Closed the Public Hearing on Ordinance #2017-25 to the Public for Comments.

Moved by Committeeman Ferguson, 2nd by Committeeman Giangiulio to adopt Ordinance #2017-25

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 plans for USDA Pump Station are in front of the NJDEP awaiting approval. Mr. Briglia also stated that the Lincoln Avenue project has been completed except for driveways that are in need of repair. The design for Hilltop Road has been completed and they hope to advertise for bids soon. The Schoolhouse Lane project should be completed within a couple of weeks and approval of the Energy Audit is on the horizon. Discussions regarding the SCADA System upgrade have determined that a new system is needed since the existing one is antiquated. The cell tower and parking lot are completed and inspections will be done once a locked gate is installed.

Administrator's Report:

Township Administrator Danson reminded the community of the many upcoming events in town. Ms. Danson also explained that Township Committee meetings would now be livestreamed, beginning with the October 12 Town Hall Meeting.

Committeeman Ferguson's Report:

Committeeman Ferguson reported on the Recreation Committee and the completed projects at Waterford Recreation Fields and the Thomas Richards Recreation Fields. Mr. Ferguson also commended the Fire Department for a great event at Fire Prevention Night.

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Committeeman Campbell's Report:

Committeeman Campbell reported on the number of permits issued by the Construction and Zoning Department as well as the violations issued by Code Enforcement. Mr. Campbell also reported that the Environmental Commission is busy preparing for the Annual Fall Clean up on October 14th. They will also be holding a Shredding Event on the same date at the Clementon Gun Club.

Committeewoman Sura's Report:

Committeewoman Sura reported that the Board of Education is in midst of contract negotiations with staff. Ms. Sura also reported that the Public Works department has been very busy cleaning up trees and preparing for leaf collection and hydrant flushing. She reminded the residents of the leaf collection schedule as well as the hours of the pit on Columbia Avenue. The Public Works Department is also working on improved oil drop off locations.

Committeeman Giangiulio's Report:

Committeeman Giangiulio delivered the Waterford Township Police Department report noting that they were dispatched to over 1000 calls for service in the month of September, including 2 DUI arrests. Mr. Giangiulio then read the EMS report noting that they went out on 246 calls for service during the month of September. He also noted that the EMS held 3 CPR certification sessions as well as showing equipment at the annual Fire Prevention night. Committeeman Giangiulio then delivered the Waterford Township Fire Department report, remarking that the Fire Department went out on 32 calls for service in September. He thanked the residents for attending the Annual Fire Prevention event and reminded them to have their heater serviced to prevent home fires. Mr. Giangiulio reported that the Office of Emergency Management held a TableTop Shooter Training in Town Hall for employees. He also reported that the OEM has been working with the WTEC on the Firewise Program. He noted that the Firewise Program has been well received by residents and thanked Charles Damiani and Dave Chiddenton for their dedication to the program.

Mayor Richardson's Report:

Mayor Richardson thanked Chief Dave Ciona and the members of the Waterford Township Fire Department for holding another successful Fire Prevention night. Mr. Richardson also noted that a pre-construction meeting will be held regarding the Atco Lake Dam on October 19th with Camden County representatives. He also reminded members of the community that they would be holding a "Town Hall" meeting on Thursday, October 12th at 7:00 PM at the Atco Senior Center.

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

THE MAYOR OPENED THE MEETING TO THE PUBLIC FOR COMMENTS

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

APPLICATIONS:

1. NJ A.B.C. - APPLICATION FOR SOCIAL AFFAIR PERMIT
Joe Joe's Place Animal Rescue
Saturday – 11/11/17 - 6:00p.m. – 11:00p.m.
Beef and Beer
Alpha Gun Club, 442 3rd Street, Atco NJ 08004
Pending Waterford Township Police Chief Cormaney's approval

2. RAFFLE APPLICATION: RA-585
Joe Joe's Place Animal Rescue
On Premise Draw Raffle
Drawing held at: Alpha Gun Club, 442 3rd Street, Atco NJ 08004
Drawing held on Saturday, 11/11/17
Waterford Township Police Chief Cormaney has no objection to application

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3. RAFFLE APPLICATION: RA-586
Joe Joe's Place Animal Rescue
On Premise 50/50
Drawing held at: Alpha Gun Club, 442 3rd Street, Atco NJ 08004
Drawing held on Saturday, 11/11/17
Waterford Township Police Chief Cormaney has no objection to application

4. RAFFLE APPLICATION: RA-587
Waterford Township Civic and Events Association
On Premise 50/50
Drawing held at: Atco Fire Company, 2208 Atco Avenue, Atco NJ 08004
Drawing held on Saturday, 12/2/17 5p.m.- 9p.m.
Waterford Township Police Chief Cormaney has no objection to application

5. RAFFLE APPLICATION: RA-588
Waterford Township Civic and Events Association
On Premise Draw Raffle
Drawing held at: Atco Fire Company, 2208 Atco Avenue, Atco NJ 08004
Drawing held on Saturday, 12/2/17 5p.m.- 9p.m.
Waterford Township Police Chief Cormaney has no objection to application

Moved by Committeeman Giangiulio, 2nd by Committeewoman Sura to approve application items #1-#5 as submitted

Voice Vote: All in Favor, No Objections, Motion Passed

COMMUNICATIONS: NONE

DISCUSSIONS:

1. Archway Programs
 - a. PILOT Agreement
 - b. Land Sale

Administrator Danson explained that a meeting was held with Archway Programs and they would like to begin participating in a "Payment in Lieu of Taxes" program. Mayor Richardson commented that the meeting was very successful and that he felt it would be a stepping stone to a solid relationship with the non-profit organization. Administrator Danson also explained that there is a piece of Township owned property situated within the Archway parking lot. Mayor Richardson suggested selling it to them for a low price, since they are already utilizing it. Consensus of the Township Committee is that they would like to move forward with a Pilot Agreement and land sale.

2. New Jersey Best Practices Questionnaire Review – *Adriane McKendry, CFO*

Township Chief Financial Officer Adriane McKendry presented and reviewed the NJ Best Practices Inventory Questionnaire with Committee members noting that the Township scored 92% and remains eligible to receive 100% of State Aid. Ms. McKendry highlighted positive Township practices and provided explanation for future improvement and noted that the survey is a tool for efficiency. Township Committee thanked Ms. McKendry for her work.

OLD BUSINESS: (NONE)

NEW BUSINESS: (INCLUDES RESOLUTIONS AND ORDINANCES)

RESOLUTIONS:

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RESOLUTION # 2017-261

RESOLUTION AUTHORIZING THE AMERICAN LEGION AUXILIARY UNIT 311 TO CLOSE VARIOUS STREETS FOR THEIR "WALK OF ALL AGES FOR VETERANS" EVENT ON SATURDAY, NOVEMBER 4, 2017

RESOLUTION # 2017-262

RESOLUTION AUTHORIZING PAYMENT #1 TO ARAWAK PAVING COMPANY, INC. FOR THE WATERFORD TOWNSHIP LINCOLN AVENUE ROAD IMPROVEMENT PROJECT (\$155,099.46)

RESOLUTION # 2017-263

RESOLUTION OF THE TOWNSHIP OF WATERFORD APPROVING THE PROPOSED REVISIONS TO THE TOWNSHIP EMPLOYMENT POLICY MANUAL

RESOLUTION # 2017-264

RESOLUTION OF THE TOWNSHIP OF WATERFORD APPROVING THE ATTACHED ADMINISTRATIVE POLICIES FOR TAX APPEAL NOTIFICATION AND FUND BALANCE

RESOLUTION # 2017-265

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING DEMOLITION OF 640 WHITE HORSE PIKE, ATCO NJ

RESOLUTION # 2017-266

RESOLUTION OF THE TOWNSHIP OF WATERFORD ACKNOWLEDGING PROPOSED CHANGE ORDER NO. 6 FOR THE PUBLIC SAFETY BUILDING PURSUANT TO CONTRACT AWARDED AND ADMINISTERED BY THE CAMDEN COUNTY IMPROVEMENT AUTHORITY (INCREASING CONTRACT AMOUNT \$19,244.00)

Moved by Committeeman Ferguson, 2nd by Committeeman Giangiulio to adopt Resolutions #2017-261 through #2017- 266

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

5-0 Motion Carried

INTRODUCTION OF ORDINANCES: (NONE)

PAYMENT OF BILLS:

- | | |
|-----------------------------------|---------------|
| 1. Current Fund Bill List | \$ 506,628.14 |
| 2. Utility Fund Bill List | \$ 39,785.10 |
| 3. Utility Capital Fund Bill List | \$ 772.00 |
| 4. Trust Fund Bill List | \$ 2,021.74 |
| 5. State Grant Bill List | \$ 23,921.85 |

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

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OPEN MEETING TO THE PUBLIC:

THE MAYOR OPENED THE MEETING TO THE PUBLIC FOR COMMENTS

Ralph Condo of Condo Ave congratulated the Chief Financial Officer as well as Administration for doing so well on the Best Practices Questionnaire.

THE MAYOR CLOSED THE MEETING TO THE PUBLIC FOR COMMENTS

ISSUES FROM THE TOWNSHIP COMMITTEE: None

ADJOURNMENT:

Moved by Committeeman Ferguson, 2nd by Committeewoman Sura to adjourn meeting at 7:38 PM

Voice Vote: All in Favor, No Objections, Motion Passed

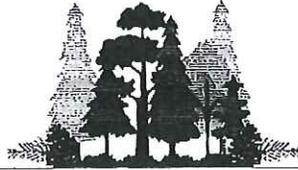
Respectfully Submitted by:

Dawn M. Liedtka

Dawn M. Liedtka
Deputy Township Clerk

Approved 10/25/17

MONTHLY ENGINEER'S REPORT
TOWNSHIP COMMITTEE



Waterford Township

PROUD PAST, PROMISING FUTURE • NEW JERSEY • EST. 1694

October 6, 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 will email the approval letter to us tomorrow. We will submit the NJDEP approval letter to the USDA immediately and expect their approval within the next week. 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 construction is complete with only minor outstanding items to be addressed. Our office has commenced project close-out and reimbursement procedures.
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 the NJDOT 2018 Municipal Aid applications through NJDOT SAGE for municipal aid funding in 2018. We will periodically inform the Committee of application status and any monetary awards.
5. **Schoolhouse Lane Improvements (ARH #7704010)**
The Township awarded the project to JEM Paving, LLC and our office distributed contract documents for completion. We will forward the contract documents to the Township for their approval upon receipt. We will then schedule a pre-construction meeting with the contractor and coordinate the project with the completion of the Public Safety Building site work.
6. **Township Municipal Building Emergency Generator – (ARH #7701049)**
We submitted a revised proposal for engineering services to prepare the engineering plans and specifications for the Township municipal building emergency generator. The Township authorized our office to proceed with the project at the September 27, 2017 Committee meeting via resolution #2017-256. We are in the process of project design and will periodically inform the Township Committee of its progress.
7. **Township Public Safety Building (ARH #5152211)**
Site improvements are being installed according to the approved construction plans. 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 were contacted by the LGEA Program representative and were advised that the "bill analysis" will be complete by October 20, 2017 and if the information is complete, site visits for the Energy Audit will be scheduled. 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 are waiting for a proposal from the SCADA consultant to perform the radio study and necessary system upgrades. We will then incorporate the SCADA consultant's costs into our final proposal to the Township for their consideration.

10. CCMUA Loan Program (ARH #7705001.01)

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

- a. There are no new program development updates per Andy Kricun of the CCMUA.
- 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. When the project escrow is resolved and the billings are complete, our office will prepare a letter recommending the release of the performance bond and the maintenance bond amount.

12. Township Municipal Parking Lot (ARH#7701045)

The site contractor notified our office that the construction of the site improvements is complete with the only outstanding item being the installation of the locking gate. When this is complete, our office will conduct a final walk-through inspection and develop a punch-list. 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 complete and ready for a final site walk-through inspection. We will develop a punch-list and keep the Township Committee and Department of Public Works advised of construction progress.

14. Deeper Life Bible Church (ARH #7712010)

The developer's engineer advised our office that a different site contractor has been hired to complete the septic system. This contractor may also be retained to complete the site improvements as well. We will keep the Township Committee and Department of Public Works informed periodically of site improvement progress.