

**TOWNSHIP OF WATERFORD  
TOWNSHIP COMMITTEE  
MINUTES**

DECEMBER 13, 2017

REGULAR MEETING

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THE DECEMBER 13, 2017 REGULAR TOWNSHIP COMMITTEE MEETING OF THE TOWNSHIP OF WATERFORD WAS CALLED TO ORDER AT 7:03 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:**

Committeeman Giangiulio

**ROLL CALL:**

|                         |          |
|-------------------------|----------|
| Committeeman Campbell   | -Absent  |
| 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 Rehmann, PE, PP, Township Engineer, ARH Associates | -Present |

**PRESENTATIONS:**

- Award of Certificate of Appreciation for Three Years of Dedicated Service as Township Committeeman  
**Committeeman Ralph Ferguson**

Mayor Richardson presented a Certificate of Appreciation to Ralph Ferguson thanking him for his service and noting that it was a pleasure to work with him and that he would be missed. Committeeman Ferguson thanked the Committee and the residents for voting him in three years ago.

- Hiring – Waterford Township Police Officers

**RESOLUTION # 2017-290**

RESOLUTION AUTHORIZING THE HIRING OF A POLICE OFFICER FOR THE TOWNSHIP OF WATERFORD POLICE DEPARTMENT (*Robert A. Rice*)

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Ferguson to adopt Resolution #2017-290.

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

4-0 Motion Carried



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

4-0 Motion Carried

**MONTHLY FINANCIAL STATEMENTS:** (OCTOBER 2017)

|                                    |    |              |
|------------------------------------|----|--------------|
| Clerk Report:                      | \$ | 1,460.15     |
| Clerk Dog Licensing Report:        | \$ | 234.80       |
| Construction Official Report:      | \$ | 11,162.00    |
| Court Report:                      | \$ | 30,884.26    |
| Tax Collector – Tax Report:        | \$ | 1,972,262.95 |
| Tax Collector – Utility Report:    | \$ | 215,928.47   |
| Tax Collector – Redemption Report: | \$ | 8,224.36     |
| Treasurer's Report                 | \$ | 3,189,237.02 |

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeewoman Sura to accept the OCTOBER 2017 Financial Reports as submitted

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

**MONTHLY FINANCIAL STATEMENTS:** (NOVEMBER 2017)

|                                    |    |              |
|------------------------------------|----|--------------|
| Clerk Report:                      | \$ | 5,067.20     |
| Clerk Dog Licensing Report:        | \$ | 84.00        |
| Construction Official Report:      | \$ | 18,146.00    |
| Tax Collector – Tax Report:        | \$ | 4,623,964.67 |
| Tax Collector – Utility Report:    | \$ | 62,119.02    |
| Tax Collector – Redemption Report: | \$ | 31,597.54    |

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeeman Giangiulio to accept the NOVEMBER 2017 Financial Reports as submitted

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

**COMMITTEE REPORTS:**

**Engineer's Report**

Township Engineer Rehmann reported that an award is going to be made for the pump stations. Mr. Rehmann complimented the Township for working on this project before problems occur. Engineer Rehmann also noted that they are awaiting feedback on the Energy Audit from the state. It is hopeful that an audit will show the Township where money can be saved. Lincoln Avenue has been paved and final change orders and maintenance bonds have been requested from the contractor. Mr. Rehmann also noted that a DOT grant was received for the resurfacing on Hilltop Road. Bids will be received on January 9<sup>th</sup> at 10 AM. State aid applications for additional work have also been submitted to the Department of Transportation.

**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:

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**APPLICATIONS:**

**1. 2018 TOWING LICENSE APPLICATIONS:**

Review of Police Chief Cormaney's report on 2018 Towing Applications

**RESOLUTION # 2017-292**

RESOLUTION AUTHORIZING THE ISSUANCE OF TOWING LICENSES FOR THE TOWNSHIP OF WATERFORD FOR THE YEAR 2018

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Ferguson to adopt Resolution #2017-292

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

4-0 Motion Carried

**COMMUNICATIONS:**

- CFO Adriane McKendry disclosing the results of the \$990,000.00 Bond Anticipation Note Sale & the \$160,000.00 Special Emergency Note Sale - for Revaluation that were held on November 21, 2017.

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeeman Giangiulio to accept the results of the November 21, 2017 Bond Anticipation Notes Sale and Special Emergency Note Sale as reported and submitted by CFO McKendry

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

- Announcement of Winners of the 2017 Home Decorating Contest
  - Township Administrator Danson explained that the "Make a Difference Campaign" volunteers hosted the 2017 Home Decorating Contest. There were 27 homes registered and 11 judges. The winners were: 3<sup>rd</sup> place – The Knopka Family at 619 Blueberry; 2<sup>nd</sup> place – The Tortu Family at 847 West Atlantic; and 1<sup>st</sup> place – the Halstead Family at 771 Raritan. Ms. Danson thanked all of the residents who participated.

**DISCUSSIONS:**

- Proposal of Township Engineer ARH for Engineering Services for Township Sewer Pre-Treatment Ordinance, Revisions to the MUA Rules, Regulations and Rates and Revisions to the Sewer and Water Applications

**OLD BUSINESS:** (NONE)

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

**RESOLUTIONS:**

**RESOLUTION # 2017-293**

RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO MAKE APPROPRIATION TRANSFERS AND PAY CERTAIN CLAIMS

**RESOLUTION # 2017-294**

RESOLUTION AUTHORIZING THE CERTIFIED MUNICIPAL FINANCE OFFICER TO MAKE TRANSFERS WITHIN THE MUNICIPAL BUDGET FOR 2017 APPROPRIATIONS AS SPECIFIED HEREIN PER N.J.S.A. 40A:4-58

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**RESOLUTION # 2017-295**

RESOLUTION AUTHORIZING THE REFUND OF PERMIT FEES IN THE AMOUNT OF \$440.00 PURSUANT TO THE RECOMMENDATION OF THE DIRECTOR OF COMMUNITY DEVELOPMENT (522 FIFTH STREET)

**RESOLUTION # 2017-296**

RESOLUTION AUTHORIZING THE REFUND OF PERMIT FEES IN THE AMOUNT OF \$274.40 PURSUANT TO THE RECOMMENDATION OF THE DIRECTOR OF COMMUNITY DEVELOPMENT (459 JACKSON ROAD)

**RESOLUTION # 2017-297**

RESOLUTION ACCEPTING THE RESIGNATION OF ANDREW SYMULESKI AS A POLICE OFFICER OF THE TOWNSHIP OF WATERFORD

**RESOLUTION # 2017-298**

RESOLUTION AWARDING A CONTRACT TO MCM TECH SOLUTIONS, LLC FOR INFORMATION TECHNOLOGY CONSULTING SERVICES FOR THE TERM 1/1/18 – 12/31/18

**RESOLUTION # 2017-299**

RESOLUTION AUTHORIZING AND APPROVING A PROPOSAL BY ADAMS, REHMANN AND HEGGAN TO PROVIDE ENGINEERING SERVICES RELATED TO REVISIONS TO THE MUA RULES, REGULATIONS AND RATES, REVISIONS TO THE SEWER AND WATER APPLICATIONS AND PREPARATION OF A SEWER PRE-TREATMENT ORDINANCE

**RESOLUTION # 2017-300**

RESOLUTION AWARDING A CONTRACT FOR THE REHABILITATION OF SEWAGE PUMP STATIONS I, II AND III TO TKT CONSTRUCTION CO., INC.

**RESOLUTION # 2017-301**

RESOLUTION ACCEPTING THE RESIGNATION OF JOHN H. COCHRAN JR. AS AN INVESTIGATOR IN THE WATERFORD TOWNSHIP POLICE DEPARTMENT

**RESOLUTION # 2017-302**

RESOLUTION AUTHORIZING THE REFUND OF FIRE HYDRANT METER RENTAL BALANCE

**RESOLUTION # 2017-303**

RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF TAXES: TOTALLY DISABLED VETERAN ON BLOCK 2703 LOT 9

**RESOLUTION # 2017-304**

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE RELEASE OF THE PERFORMANCE BOND POSTED FOR THE SITE IMPROVEMENTS FOR T-MOBILE, LLC PROJECT ON BLOCK 5301, LOT 5 (CELL TOWER)

**RESOLUTION # 2017-305**

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE RELEASE OF THE PERFORMANCE BOND POSTED FOR THE SITE IMPROVEMENTS ON THE UNIVERSAL FORESTRY PRODUCTS PROJECT ON BLOCK 201, LOT 3

**RESOLUTION # 2017-306**

RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY

**RESOLUTION # 2017-307**

RESOLUTION AUTHORIZING THE SUBMISSION OF A STRATEGIC PLAN FOR THE GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE (*MUNICIPAL ALLIANCE GRANT*)

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**RESOLUTION # 2017-308**

RESOLUTION SELECTING PROPOSAL SUBMITTED BY WATERFORD FARMS, LLC AND ESTABLISHING PERIOD FOR NEGOTIATIONS

**RESOLUTION # 2017-309**

RESOLUTION AUTHORIZING AND APPROVING LIEN ON BLOCK 2312, LOT 13 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF WATERFORD (640 WHITE HORSE PIKE)

**RESOLUTION # 2017-310**

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE 2018 LOCAL AID PROGRAM – TROUT DRIVE AND GENNESSEE AVENUE IMPROVEMENTS

**RESOLUTION # 2017-311**

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE 2018 LOCAL AID PROGRAM – WHISPERING PINES DRIVE IMPROVEMENTS

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeewoman Sura to adopt Resolutions #2017-293 through #2017-311

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

**4-0 Motion Carried**

Mayor Richardson commented that Waterford Farms was chosen as the developer and that there is no definitive answer on the number of children or the number of homes.

**INTRODUCTION OF ORDINANCES:** (NONE)

**PAYMENT OF BILLS:**

|                                    |                 |
|------------------------------------|-----------------|
| 1. Current Fund Bill List          | \$ 1,562,451.57 |
| 2. Capital Fund Bill List          | \$ 59,358.35    |
| 3. Utility Fund Bill List          | \$ 26,125.44    |
| 4. Utility Capital Fund Bill List  | \$ 2,570.27     |
| 5. Trust Fund Bill List            | \$ 4,377.64     |
| 6. State Grant Bill List           | \$ 973.10       |
| 7. Planning Board Escrow Bill List | \$ 1,639.25     |
| 8. Utility Escrow Bill List        | \$ 4,702.50     |

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeeman Giangiulio to approve and pay the above bills as submitted if documentation is present and when funds are available.

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

**4-0 Motion Carried**

**OPEN MEETING TO THE PUBLIC:**

MAYOR OPENED THE MEETING TO THE PUBLIC FOR COMMENTS

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John Howarth of Anthony Road thanked Committeeman Campbell and Committeeman Ferguson for their hard work. He also wished everyone a Happy Holiday.

Mayor Richardson thanked the Township Committee for their commitment and wished residents a Merry Christmas and Happy New Year.

THE MAYOR CLOSED THE MEETING TO THE PUBLIC FOR COMMENTS.

**ISSUES FROM THE TOWNSHIP COMMITTEE:**

**CLOSED SESSION:**

**RESOLUTION #2017-312**

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. Potential Litigation – Challenge to Solid Waste Bid – SJ Sanitation
2. Contract Negotiations – Former Police Chief Knoll reimbursement

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeewoman Sura to adopt Resolution #2017-312.

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

MAYOR RECESSED MEETING FOR CLOSED SESSION AT 7:31 PM.

Moved by Committeeman Giangiulio, 2<sup>nd</sup> by Committeeman Ferguson to reconvene meeting in open session at 7:45 PM.

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

MAYOR RECONVENES MEETING IN OPEN SESSION AT 7:45 PM.

**ROLL CALL:**

|                         |          |
|-------------------------|----------|
| Committeeman Campbell   | -Absent  |
| 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.

Members of Township Committee expressed wishes for a happy new year and a safe and happy holiday season.

Committeeman Ferguson thanked the Committee and the public for the opportunity to serve. He also discussed the "Slow Down for Horses" program he has been working on with Administrator Danson.

**ADJOURNMENT:**

Moved by Committeeman Ferguson, 2<sup>nd</sup> by Committeeman Giangiulio to adjourn meeting at 7:49 PM

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

Respectfully Submitted by:



Dawn M. Liedtka, RMC, CMR  
Deputy Township Clerk

Date Approved: 1/24/18



# MONTHLY ENGINEER'S REPORT TOWNSHIP COMMITTEE



**Waterford Township**

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

December 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 #7701000

**CAPITAL ITEMS:**

1. **USDA Water and Sewer Infrastructure (ARH #7701041)**  
Bids for the project were received and opened on December 6, 2017. Our office reviewed the bid documents for accuracy and issued an award recommendation letter to the Township Committee.
2. **FY2016 NJDOT – Lincoln Avenue Improvements (ARH #7704007)**  
The project construction is complete with all outstanding items addressed. Our office has commenced project close-out and reimbursement procedures for the project. We will keep the Township Committee advised of status on a periodic basis.
3. **FY2017 NJDOT – Hilltop Road Improvements (ARH #7704009)**  
The project was advertised for bid and bids will be received on January 9, 2018 at 10am in the municipal courtroom. We will keep the Committee informed of any updates until that time.
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 contractor has completed the road paving and concrete curb. We will perform a final site walk-through inspection and prepare a punch-list if necessary. We will then move forward with post construction administrative items for project close-out.
6. **Township Municipal Building Emergency Generator – (ARH #7701049)**  
We have submitted preliminary design plans for discussion with Township Officials. We are proceeding with final design of the project. We will periodically inform the Township Committee of final plan and specification progress.
7. **Township Public Safety Building (ARH #5152211)**  
Site improvements are nearly complete. We will contact the site contractor, CCIA, and Township Officials to schedule a final site walk through-inspection and if need be prepare and submit a punch-list for final outstanding items. We will keep the Township Committee and Department of Public Works informed periodically of any progress.
8. **Local Government Energy Audit (ARH #7701000)**  
We held a telephone conference with the Township Administrator, the LGEA Program manager, and TRC in an attempt to clarify procedure and get approval of our application. We were advised that the Smart Buildings Program through NJ Clean Energy would be the program to enter to pursue funding for the street lights and that the LGEA application is near approval.

9. **Waterford MUA Rules & Regulations Update (ARH # P2017.0221)**

We submitted a proposal for updating the MUA manual to the Township Committee for consideration.

10. **Water Quality Accountability Act Compliance (ARH # P2017.0798)**

We submitted a proposal for the preparation of a Cyber Security Plan and Asset Management/Infrastructure Financing Plan to the Township Committee for consideration. These plans are required by the NJDEP and pursuant to the requirements of the NJ Water Quality Accountability Act. The Cyber Security Plan has a submittal deadline of February 16, 2018 and the Asset Management Plan is due by April 2019.

**ESCROW ITEMS:**

11. **ALI Services, LLC – Site Plan (ARH #7710021.01)**

We submitted a Performance Bond amount recommendation letter to the Township for consideration. We will schedule a pre-construction conference with all respective parties when the performance bond is posted and the construction services escrow account is established,

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

The proposed site improvements are slowly being completed. We will keep the Township Committee and Department of Public Works informed periodically of site improvement progress.

