

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 1 of 7

THE MARCH 14, 2018 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 #2018-7 DATED JANUARY 3, 2018. 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 Hanna

ROLL CALL:

Committeeman Giangiulio	- Present
Committeewoman Hanna	- Present
Committeewoman Sura	- Present
Committeeman Yeatman	- 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
William Loughney, PE, ARH Associates	- Present

PRESENTATIONS: (NONE)

CLOSED SESSION: (AS NEEDED)

EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:

Administrator Danson requested the addition of two Resolutions to the agenda.

RESOLUTION #2018-111

RESOLUTION APPOINTING AN EMERGENCY MANAGEMENT COORDINATOR FOR THE TOWNSHIP OF WATERFORD

RESOLUTION #2018-112

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE TOWNSHIP COMMITTEE TO GO INTO CLOSED SESSION RELATED TO:

1. Contract Negotiations – Waterford Township EMS
2. Attorney-Client Privilege - Resident Letter to the Committee

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 2 of 7

APPROVAL OF MINUTES:

1. Special Meeting December 11, 2017 (*Committeewoman Hanna and Committeeman Yeatman not in office*)
2. Closed Session December 11, 2017 (*Committeewoman Hanna and Committeeman Yeatman not in office*)

Moved by Committeeman Giangiulio, 2nd by Committeewoman Sura to approve the Special Meeting and Closed Session Minutes of December 11, 2017 as presented.

POLL VOTE: Giangiulio - Yes
 Hanna - Abstain
 Sura - Yes
 Yeatman - Abstain
 Richardson - Yes

3-0 Motion Carried

APPROVAL OF MINUTES CONT'D:

3. Regular/Workshop Meeting February 28, 2018

Moved by Committeeman Yeatman, 2nd by Committeeman Giangiulio to approve the Regular/ Workshop Meeting Minutes of February 28, 2018 as presented.

POLL VOTE: Giangiulio - Yes
 Hanna - Yes
 Sura - Yes
 Yeatman - Yes
 Richardson - Yes

5-0 Motion Carried

ADOPTION OF ORDINANCES: (NONE)

COMMITTEE REPORTS:

Engineer's Report

Engineer Rehmann noted that Dee-En Electrical proposed the lowest cost for the emergency generator for the municipal building. Mr. Rehman also explained that there are some minor items to be completed at the Public Safety Building but that the building is overall complete. He reminded Committee that they are still waiting on a response regarding the Environmental Commission grant application. He completed his report by informing Committee of a block grant program and requested permission to apply for a grant to improve the street scape and overall appearance of Atco Avenue. Consensus of the Committee was to authorize Engineer Rehmann to submit an application. Committeeman Yeatman requested clarification on the generator. Township Clerk Friddell noted that it was awarded at the February 28th Committee meeting and Committeeman Giangiulio noted that it was a diesel generator.

Committeewoman Sura's Report

Committeewoman Sura reported on the Waterford Township Environmental Commission. She noted that the town clean-up would be held on May 5th. Ms. Sura also reminded residents to keep an eye on the WTEC website for upcoming dates, including the annual fishing derby in June.

Committeewoman Hanna's Report

Committeewoman Hanna reported that she met with the Superintendent of Waterford Township and School Board members. She noted that they reviewed a security plan and determined strengths and weaknesses of their current plan. Ms. Hanna also noted that they are addressing issues with truancy in the 1st and 2nd grades.

Committeeman Giangiulio's Report

Committeeman Giangiulio delivered the Waterford Township Police Department report noting that they were dispatched to over 900 calls for service in the month of February. Mr. Giangiulio then read the Waterford Township Fire Department

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 3 of 7

Report noting that they went out on 51 calls in the month of February. He also noted that the Fire Department participated in various trainings, including ice water rescue training. He reminded residents that on April 14th at 2:00 PM there would be a ceremony and tours celebrating the opening of the new Public Safety Building. Committeeman Giangiullo delivered the Office of Emergency Management report and noted that they have put forth a great effort in getting through the storms that have hit Waterford. He thanked all that were responsible for keeping the residents of Waterford Township safe. Mr. Giangiullo expressed concern regarding the poor response by the County in regards to the county roads; he explained that he has spoken to the county and hopes it won't happen again.

Committeeman Yeatman's Report

Committeeman Yeatman reported that he has visited the sports fields and parks in town and they are looking great. He also reminded residents that March 24th will be the annual Easter Egg Hunt hosted by the Waterford Township Civic and Events Association.

Mayor Richardson's Report:

Mayor Richardson noted the opening of the "Bulk Convenience Center" at the Public Works Complex which will be open on Saturdays beginning March 3rd from 9 AM through 1 PM. A free permit is available at the Municipal Building and Public Works Department and will be required in order to access the Convenience Center. Mr. Richardson also commended the Public Works department for the repairs done to the bathroom at Ritter. He reminded the residents that brush collection will be the first full week of the month on the regular trash day.

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 USE APPLICATION: Atco Senior Center
Waterford Township Woman's Club
Bingo Event – Sunday, April 15, 2018 – 10:30a.m. – 5:00p.m.

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to approve application Item #1 as submitted

Voice Vote: All in Favor. No Objections. Motion Carried.

2. FACILITY USE APPLICATION: Atco Senior Center
Waterford Township Public Library
 - Library Program – "Dress up as your favorite Super Hero"
Saturday, May 5, 2018 – 12:00p.m. – 3:00p.m.
 - Library Program – "End of the Summer Reading Party"
Tuesday, August 14, 2018 – 12:30p.m. – 2:30p.m.
 - Library Program – "Rumors, Scandals, and Dirty Rotten Lies"
Wednesday, September 26, 2018 – 6:00p.m. – 7:00p.m.

Moved by Committeewoman Sura, 2nd by Committeewoman Hanna to approve application Item #2 as submitted

Voice Vote: All in Favor. No Objections. Motion Carried.

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 4 of 7

3. FACILITY USE APPLICATION: Waterford Rec Complex
APH United Football and Cheerleading (Atco)
Football Field (D) and Football Practice Field (C) - Practice, Games and Fundraisers
March 1, 2018 – February 25, 2019
Monday – Friday – 5:00p.m. – 9:00p.m. & Saturdays – 8:00a.m. – 11:00p.m.
(Pending receipt of proper Certificate of Insurance)

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to approve application Item #3 as submitted

Committeeman Giangiullo requested clarification of what organization APH is. Mayor Richardson responded that it is a combination of Atco Lions and Pine Hill. Administrator Danson noted that she would confirm with the APH Officials that they would be the only ones utilizing the complex.

Voice Vote: All in Favor. No Objections. Motion Carried.

4. RAFFLE APPLICATION: RA 595
Waterford Township Woman's Club
On-Premise Draw Raffle (Basket Auction) – April 15, 2018 1:00p.m. – 4:00p.m.
Atco Senior Center
474 E. Atlantic Avenue, Atco NJ 08004
5. RAFFLE APPLICATION: RA 596
Waterford Township Woman's Club
On-Premise 50/50 – April 15, 2018 1:00p.m. – 4:00p.m.
Atco Senior Center
474 E. Atlantic Avenue, Atco NJ 08004
6. BINGO APPLICATION: BA 345
Waterford Township Woman's Club
Bingo – April 15, 2018 1:00p.m. – 4:00p.m.
Atco Senior Center
474 E. Atlantic Avenue, Atco NJ 08004

Moved by Committeeman Yeatman, 2nd by Committeeman Giangiullo to approve application Items #4, #5, and #6 as submitted

Voice Vote: All in Favor. No Objections. Motion Carried.

COMMUNICATIONS: (NONE)

DISCUSSIONS:

- 2018 Waterford Township Municipal Budget Presentation by Adriane McKendry, CFO
Ms. McKendry delivered a PowerPoint presentation to explain the budget. She explained that there are no large line items and that this budget is just to run the normal course of business. She noted that there was a decrease in health insurance costs and noted a consideration of water and sewer rate increases. She also noted that State Aid is remaining the same. Mayor Richardson explained that the water and sewer increases would only affect those with public water and sewer. Committeeman Yeatman inquired regarding various line items which were explained by CFO McKendry.

- Waterford Township Public Library Feasibility Study Proposals
Administrator Danson explained that ProLibra and the CCIA submitted proposals. ProLibra's proposal was the lowest and was for an all-inclusive feasibility study. Ms. Danson requested direction from the Committee. Consensus of the Committee is to add a Resolution awarding the Contract to ProLibra.

RESOLUTION #2018-113

RESOLUTION OF THE TOWNSHIP OF WATERFORD AWARDING QUOTE TO PRO LIBRA ASSOCIATES, INC. FOR A TOWNSHIP LIBRARY FEASIBILITY STUDY

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 5 of 7

- Report of Redevelopment Team Meeting – Susan Danson, Township Administrator
Administrator Danson reported that she, along with Committeeman Giangiulio, Mayor Richardson, and Director of Community Development Toussaint held a brief meeting regarding redevelopment. The purpose of the meeting was to discuss what should be included in the agreement with Waterford Farms and to keep the process moving. Mayor Richardson noted that it was a very preliminary meeting.

- Authorization to advertise to hire a Mechanic for Public Works Department
Administrator Danson reported that there will be a mechanic retiring in the Public Works department. Consensus of the Committee was to allow Ms. Danson to advertise for a mechanic. Ms. Danson also noted that there is no new funding added into the budget for 2018.

OLD BUSINESS: (NONE)

NEW BUSINESS: (INCLUDES RESOLUTIONS AND ORDINANCES)

RESOLUTIONS:

RESOLUTION # 2018-105

RESOLUTION AUTHORIZING AND APPROVING A PROPOSAL BY ADAMS, REHMANN AND HEGGAN TO PROVIDE ENGINEERING SERVICES FOR THE RITTER FIELD IMPROVEMENT PROJECT - PHASE A – HOCKEY RINK AND PHASE B – PLAYGROUND AND PHASE C – BASKETBALL COURT (\$57,500.00)

RESOLUTION # 2018-106

RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
(2018 TEMPORARY BUDGET AMENDMENT)
(Requires 2/3 vote of the full membership)

RESOLUTION # 2018-107

RESOLUTION AUTHORIZING THE SUBMISSION OF THE RECYCLING TONNAGE GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION (JANUARY 1, 2017 THROUGH DECEMBER 31, 2017)

RESOLUTION # 2018-108

RESOLUTION AUTHORIZING A TAX SALE

RESOLUTION # 2018-109

RESOLUTION OF THE TOWNSHIP OF WATERFORD ESTABLISHING A COMMUNITY REDEVELOPMENT SUB-COMMITTEE

RESOLUTION # 2018-110

RESOLUTION AUTHORIZING PAYMENT #1 TO TKT CONSTRUCTION COMPANY, INC. FOR THE REHABILITATION OF PUMP STATIONS 1, 2 & 3 (AMOUNT \$57,000.00)

RESOLUTION #2018-111

RESOLUTION APPOINTING AN EMERGENCY MANAGEMENT COORDINATOR FOR THE TOWNSHIP OF WATERFORD

RESOLUTION #2018-112

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE TOWNSHIP COMMITTEE TO GO INTO CLOSED SESSION

RESOLUTION #2018-113

RESOLUTION OF THE TOWNSHIP OF WATERFORD AWARDED QUOTE TO PRO LIBRA ASSOCIATES, INC. FOR A TOWNSHIP LIBRARY FEASIBILITY STUDY

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 6 of 7

Moved by Committeewoman Hanna, 2nd by Committeeman Yeatman to adopt Resolutions #2018-105 through #2018-113

Committeeman Giangiulio questioned Resolution #2018-110. Engineer Rehmann explained that he will further look into it and suggested tabling the resolution until he can clear up all questions.

Moved by Committeeman Giangiulio, 2nd by Committeeman Yeatman to table Resolution #2018-110.

POLL VOTE: Giangiulio - Yes
Hanna - Yes
Sura - Yes
Yeatman - Yes
Richardson - Yes

5-0 Motion Carried

Committeewoman Hanna requested clarification of Resolution #2018-109. Discussion ensued regarding membership of the Redevelopment Subcommittee.

Recorded Vote on Resolutions #2018-105 through #2018-109 and #2018-11 through #2018-113:

POLL VOTE: Giangiulio - Yes
Hanna - Yes
Sura - Yes
Yeatman - Yes
Richardson - Yes

5-0 Motion Carried

INTRODUCTION OF ORDINANCES: (NONE)

PAYMENT OF BILLS:

1. Current Fund Bill List	\$ 1,744,756.84
2. Capital Fund Bill List	\$ 5,023.00
3. Utility Fund Bill List	\$ 32,620.46
4. Utility Capital Fund	\$ 59,442.50
5. Trust Fund Bill List	\$ 10,416.18
6. State Grant Bill List	\$ 8,305.54
7. Planning Board Escrow	\$ 181.50

Moved by Committeewoman Hanna, 2nd by Committeeman Giangiulio to approve and pay the above bills as submitted if documentation is present and when funds are available.

Mayor Richardson noted that \$1.143 Million is payment to the School for tax.

POLL VOTE: Giangiulio - Yes
Hanna - Yes
Sura - Yes
Yeatman - Yes
Richardson - Yes

5-0 Motion Carried

OPEN MEETING TO THE PUBLIC:

MAYOR OPENED THE MEETING TO THE PUBLIC FOR COMMENTS

Dan Bone of Lancaster Lane expressed concern regarding the repair of Lancaster Lane. He noted that it is full of pot holes and that it is treacherous to drive on. Mr. Bone noted that even though only a

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

MARCH 14, 2018

REGULAR MEETING

Page 7 of 7

few houses are on this road, it is still in fact a residential road and should be repaired. Mayor Richardson responded that they had previously gone to the School Board to ask for assistance (since it is primarily large truck traffic accessing the school causing the damage to the road) but the School Board denied assistance. Mayor Richardson ensured Mr. Bone that he would speak to the School Board and suggested that Mr. Bone do the same and voice his concern.

THE MAYOR CLOSED THE MEETING TO THE PUBLIC FOR COMMENTS

ISSUES FROM THE TOWNSHIP COMMITTEE: None

MAYOR RICHARDSON MOVED THE MEETING TO CLOSED SESSION AT 8:08 PM, BY PREVIOUSLY ADOPTED RESOLUTION #2018-112.

Moved by Committeeman Yeatman, 2nd by Committeeman Giangiulio to reconvene the meeting at 8:43 PM

Voice Vote: All in Favor. No Objections. Motion Carried.

ROLL CALL:

Committeeman Giangiulio	-Present
Committeewoman Hanna	-Present
Committeewoman Sura	-Present
Committeeman Yeatman	-Present
Mayor Richardson	-Present

STATEMENT ON RETURN FROM CLOSED SESSION:

Solicitor Patterson stated that one decision was made in Closed Session which was a motion to declare the Waterford Township EMS in breach of their 2017 agreement with the Township.

Moved by Committeewoman Hanna, 2nd by Committeewoman Sura to declare the Waterford Township EMS in breach of their 2017 agreement with Waterford Township and is hereby placed on notice.

POLL VOTE:

Giangiulio	- Yes
Hanna	- Yes
Sura	- Yes
Yeatman	- Yes
Richardson	- Yes

5-0 Motion Carried

ADJOURNMENT:

Moved by Committeeman Giangiulio, 2nd by Committeewoman Hanna to adjourn meeting at 8:45 PM
Voice Vote: All in Favor. No Objections. Motion Carried.

Respectfully Submitted by,



Dawn M. Liedtka
Deputy Clerk

Approval Date: _____

4/11/18

**MONTHLY ENGINEER'S REPORT
TOWNSHIP COMMITTEE**



Waterford Township

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

March 14, 2018

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)**
The Township has awarded the project contract to TKT Construction Co., Inc. The contract documents are being executed and our office will notify Township officials when a pre-construction meeting is scheduled.
2. **FY2016 NJDOT – Lincoln Avenue Improvements (ARH #7704007) – No Status Change**
Our office has commenced project close-out and final reimbursement procedures for the project. We will keep the Township Committee advised of the status on a periodic basis.
3. **FY2017 NJDOT – Hilltop Road Improvements (ARH #7704009)**
The project bids were received on January 9, 2018 at 10am in the municipal courtroom. We have submitted a recommendation of project contract award to the Township for consideration.
4. **Township Municipal Building Emergency Generator – (ARH #7701049)**
Project bids were opened on February 23, 2018 at 10am in the municipal courtroom. We have submitted a recommendation of project contract award to the Township for consideration.
5. **Township Public Safety Building (ARH #5152211)**
Site improvements are nearly complete. A meeting was held March 12, 2018 with the CCIA to finalize the remaining issues at the site. We will keep the Township Committee and Department of Public Works informed periodically of any progress.
6. **Local Government Energy Audit (ARH #7701000) – No Status Change**
We were advised that the LGEA application is near approval and scheduling an audit is eminent.
7. **Waterford MUA Rules & Regulations Update (ARH # 7701052) – No Status Change**
The Township Committee authorized our office to perform the required revisions to documents. We will coordinate with the Township Administrator, Township Solicitor and DPW throughout the revision process. We will periodically keep the Township Committee advised of progress.
8. **Water Quality Accountability Act Compliance (ARH # P2017.0798)**
We have been working with the Township IT and DPW staff gathering information of the Township's water system security status. We will be submitting the information to the DEP when they have their submission portal ready. This plan is required by the NJDEP and pursuant to the requirements of the NJ Water Quality Accountability Act. The Cyber Security Plan had a submittal deadline of February 16, 2018 but is postponed until the DEP portal is activated. The Asset Management Plan is due by April 2019.

ESCROW ITEMS:

9. ALI Services, LLC – Site Plan (ARH #7710021.01) – No Status Change

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,

10. Deeper Life Bible Church (ARH #7712010) – No Status Change

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

PENDING ITEMS:

11. FY2018 NJDOT – Local Aid Applications (ARH #7704004)

ARH 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.

Applications submitted for the Following projects:

- Trout Drive and Genessee Avenue (Priority #1)
 - Amount Requested \$288,075.00
 - Amount Awarded \$245,000.00
- Whispering Pines Drive (Priority #2)
 - Amount Requested \$319,585.00
 - Not Awarded