

**TOWNSHIP OF WATERFORD  
TOWNSHIP COMMITTEE  
Minutes**

May 8, 2019

REGULAR MEETING

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The May 8, 2019 Regular Township Committee Meeting of the Township of Waterford, called to order at 7:00p.m. by the Mayor, William A. Richardson, Jr.

**I. STATEMENT OF CONFORMANCE WITH THE OPEN PUBLIC MEETINGS ACT:**

Notice of time and date for this meeting appeared in Resolution #2019-7 dated January 3, 2019. 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 Act". It is also posted on the bulletin board in the Municipal Building.

Please silence all cell phones to alleviate disruption of the meeting.

**II. SALUTE TO THE FLAG:**

**III. OPENING PRAYER:**

The Opening Prayer was led by Committeeman Wade.

**IV. ROLL CALL:**

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

**Professionals:**

Susan E. Danson, Township Administrator	-Present
David C. Patterson, Esquire Township Solicitor	-Present
Adriane McKendry, Chief Financial Officer	-Present
Dawn Liedtka, Township Clerk	-Present
Ray Jordan, PE, PP., Township Engineer, ARH Associates	-Present
William Loughney, PE, ARH Associates	-Present

**V. CLOSED SESSION:** None

**VI. PRESENTATIONS:**

- Terri Chiddenton of the Environmental Commission thanked the members of the Commission for their assistance as well as Township Administrator Susan Danson, Chief of Police Daniel Cormaney, and Township Clerk, Dawn Liedtka. Chairman David Chiddenton's presentation to T-Shirt Contest Winners:
  - Atco School Winner – *Lucille (Lucy) Thompson (1st grade)*
  - Thomas Richards School Winner – *Pantelis Giovetsis (2nd grade)*
  - Waterford Elementary School Winner – *Layla Cuneo-Snouffer (4th grade)*
  - Staff Winner – *Colleen Garretson (WES)*
- 2019 Waterford Township Municipal Budget Presentation by Adriane McKendry, CFO

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

Administrator Danson requested the addition of two items to the agenda:

1. Raffle Application RA-620
2. Resolution #2019-153 - Resolution of the Township of Waterford Authorizing a Shared Services Agreement with the Camden County Improvement Authority to Provide Services for Grant Application and Project Management for the Development of the Waterford Township Public Library

**VIII. APPROVAL OF MINUTES:**

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On a motion by Committeewoman Hanna second by Committeewoman Sura to approve the Regular/Workshop Meeting and Closed Session Minutes of February 27, 2019 as presented.

- |                             |                   |
|-----------------------------|-------------------|
| 1. Regular/Workshop Meeting | February 27, 2019 |
| 2. Closed Session           | February 27, 2019 |

Poll Vote:     Hanna        -Yes  
                  Sura            -Yes  
                  Wade       -Yes  
                  Yeatman     -Yes  
                  Richardson -Yes

5-0 Motion Carried

**IX. ADOPTION OF ORDINANCES:** None

**X. COMMITTEE REPORTS:**

**TOWNSHIP ENGINEER**

William Loughney, Township Engineer, ARH Associates

**SUSAN DANSON**

Township Administrator

**RICHARD T. YEATMAN, SR.**

Director of Recreation  
Director of Construction and Zoning  
Liaison to Civic and Events

**RITA HANNA**

Director of Public Safety  
Director of Communications  
Liaison to School Board

**ANDREW WADE**

Director of Building and Grounds  
Liaison to Historical Society

**MARY SURA**

Director of Finance  
Liaison to Environmental Commission

**WILLIAM A. RICHARDSON**

Director of Public Works  
Director of Personnel

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

The Mayor opened the meeting to the public for comments.

John Howarth of Anthony Drive, wanted to thank the EMS and the Fire Department. Mr. Howarth noted that his daughter volunteered there and that it was a wonderful group of people. Mr. Howarth questioned resolution 2019-150. Dave Patterson clarified and noted that the resolution needed to be done because of a retirement in the Police Department.

The Mayor closed the meeting to the public for comments.

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**XII. APPLICATIONS:**

Moved by Committeeman Yeatman, 2<sup>nd</sup> by Committeeman Wade, to approve application Item #1 & #2 as submitted below.

1. RAFFLE APPLICATION: RA 619  
Waterford Township Police Foundation, Inc.  
On-Premise 50/50 (at National Night Out) August 6, 2019; 4:00p.m. - 11:00p.m.  
Atco Dragway; 1000 Jackson Road, Atco NJ 08004
2. RAFFLE APPLICATION: RA 620  
American Legion Post #311  
Raffle Merchandise off - premise June 27, 2019 8:30pm  
American Legion 2225 Atco Ave. Atco, NJ 08004

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

**XIII. COMMUNICATIONS:**

**XIV. DISCUSSIONS:**

**XV. OLD BUSINESS: None**

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

**ADOPTION OF THE 2019 MUNICIPAL BUDGET:**

Moved by Committeewoman Hanna, 2<sup>nd</sup> by Committeewoman Sura to adopt Resolution #2019-144.

**RESOLUTION #2019-144**

Authorizing the Township of Waterford's 2019 Budget to be Read by Title Only

Poll Vote:	Hanna	-Yes
	Sura	-Yes
	Wade	-No
	Yeatman	-Yes
	Richardson	-Yes

4-1 Motion Carried

**2019 BUDGET HEARING**

THE MAYOR OPENED THE 2019 BUDGET HEARING TO THE PUBLIC FOR COMMENTS.

THERE BEING NO PUBLIC COMMENT, THE MAYOR CLOSED THE 2019 BUDGET HEARING TO THE PUBLIC FOR COMMENTS.

Moved by Committeewoman Hanna, 2<sup>nd</sup> by Committeewoman Sura to adopt Resolution #2019-145.

Committeeman Wade requested clarification from CFO McKendry regarding the Construction Office salaries. Adrienne McKendry, CFO, explains that the construction office is self-sustaining and that the fees collected from permits cover the salaries of that office. Discussion ensued regarding the salaries in the budget.

Committeewoman Hanna thanked Ms. McKendry and the various department heads for their parts in keeping the budget increase low.

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Committeeman Yeatman thanked CFO McKendry for the PowerPoint presentation of the budget as well as the user friendly budget that made it easier for the public to understand.

Committeewoman Sura thanked Ms. McKendry and Administrator Danson for their diligence in creating a fiscally responsible budget.

Committeeman Wade acknowledged how difficult preparing a budget is and noted that he was hopeful they would be able to reach a 0 % increase.

Mayor Richardson noted that CFO McKendry and Administrator Danson did a great job and that he didn't need to "red-pen" the budget because they were so fiscally responsible.

RESOLUTION #2019-145

Resolution to Adopt the Year 2019 Municipal Budget

Poll Vote:	Hanna	-Yes
	Sura	-Yes
	Wade	-No
	Yeatman	-Yes
	Richardson	-Yes

Committeeman Yeatman noted that although he appreciated Committeeman Wade's comment that he would like the budget to have a 0% increase, he understood that you do not know what will happen in the future and the need to plan ahead.

4-1 Motion Carried

**NEW BUSINESS (Continued):**

**CONSENT AGENDA - RESOLUTIONS:**

*(NOTE: Consent agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certificate of Availability of Funds; any item can be removed from the Consent Agenda and discussed separately at the request of any Committee Member)*

On a motion by Committeeman Yeatman second by Committeewoman Hanna to adopt Resolutions #2019-146 to #2019-151 and #2019-153 as follows:

Committeeman Wade commented that Resolution #2019-153 is for grant money, not for money to build a new library. Mr. Wade also commented on Resolution #2019-151 and noted that he agrees with the appointment of Father Mann but that he felt the entire Committee should have a voice regarding who is appointed to the Subcommittee.

RESOLUTION # 2019-146

Resolution Authorizing Refund of an Overpayment of Taxes on Block 3301 Lot 40

RESOLUTION # 2019-147

Resolution Authorizing Refund of an Overpayment of Taxes on Block 1901 Lot 11

RESOLUTION # 2019-148

Resolution Appointing a Tax Assessor for the Township of Waterford

RESOLUTION # 2019-149

Resolution Appointing a Member to the Township of Waterford Recreation Committee

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**RESOLUTION # 2019-150**

Resolution Adopting the Provisions of Chapter 48 (N.J.S.A. 52:14.17.38) under which a Public Employer may Agree to Pay for the State Health Benefits Program Coverage for Certain Retirees

**RESOLUTION # 2019-151**

Resolution Amending Resolution #2018-194 and Resolution #2019-112 Establishing Haines Boulevard Redevelopment Subcommittee

**RESOLUTION #2019-153**

Resolution of the Township of Waterford Authorizing a Shared Services Agreement with the Camden County Improvement Authority to Provide Services for Grant Application and Project Management for the Development of the Waterford Township Public Library

Poll Vote:     Hanna        -Yes  
                  Sura            -Yes  
                  Wade        -Yes  
                  Yeatman      -Yes  
                  Richardson   -Yes

5-0 Motion Carried

**INTRODUCTION OF ORDINANCES:** None

**XVII. PAYMENT OF BILLS:**

On a motion by Committeewoman Sura second by Committeewoman Hanna to approve the bill list as presented.

1. Current Fund Bill List	\$ 1,830,029.01
2. Capital Fund Bill List	\$ 26,525.77
3. Utility Fund Bill List	\$ 9,582.90
4. Trust Fund Bill List	\$ 3,665.18
5. State Grant Bill List	\$ 8,813.66

Poll Vote:     Hanna        -Yes  
                  Sura            -Yes  
                  Wade        -Yes  
                  Yeatman      -Yes  
                  Richardson   -Yes

5-0 Motion Carried

**XVIII. OPEN MEETING TO THE PUBLIC:**

The Mayor opened the meeting to the public for comments.

Carl Lange of Raritan Avenue inquired regarding his request to rebuild the historic train station. Solicitor Patterson noted that a memorandum was distributed and Mayor Richardson commented that they would be having a meeting to discuss options.

Fran Campbell of Forrest Drive explained that he took the time and walked the train site. Discussion ensued regarding an original cornerstone or corner of foundation (which he has photographs of).

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William Gardner announced EMS Night which is scheduled for May 24, 2019 from 6-9 pm.

There being no further comment, the Mayor closed the meeting to the public for comments.

**XIX. ISSUES FROM THE TOWNSHIP COMMITTEE:** None

**XX. CLOSED SESSION:**

On a motion by Committeeman Yeatman second Committeewoman Hanna to approve Resolution #2019-152 of the Township of Waterford Authorizing the Township Committee to go into Closed Session Pursuant to N.J.S.A. 10:4-12 for discussion related to the following:

1. Attorney Client Privilege – Giangiulio Tort Claim

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

Mayor Recessed the Meeting for Closed Session at 8:27 PM

**RETURN TO PUBLIC SESSION**

On a motion by Committeeman Yeatman second by Committeewoman Hanna to reconvene the public meeting.

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

Mayor Reconvened the Meeting at 8:40 PM

**ROLL CALL:**

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

**STATEMENT ON RETURN FROM CLOSED SESSION**

Solicitor Patterson noted that no final decisions were reached in Closed Session.

**XXI. ADJOURNMENT:**

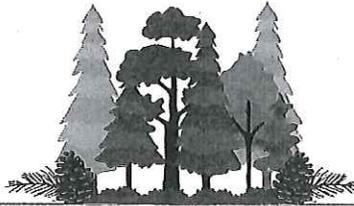
On a motion by Committeeman Wade second by Committeewoman Sura to adjourn the meeting at 8:41 PM.

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

*Dawn M. Liedtke, Township Clerk*

Approval  
Date: 6/26/19

MONTHLY ENGINEER'S REPORT  
TOWNSHIP COMMITTEE



**Waterford Township**

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

May 8, 2019

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)**  
Punchlist inspection was completed and the work on the punchlist has begun. We are working on final payments and close out documents. Close out should be finished by the end of the month.
2. **Ritter Field Improvements (ARH #7701053) – No Status Change**  
Drainage improvements at the Playgrounds were completed by the DPW in late March. Site restoration and court coating work should begin this week, weather permitting. We will be submitting a proposal for the basketball court in the near future.
3. **FY2018 NJDOT – Local Aid Applications Trout Drive & Genessee Ave (ARH #7704011) - No Status Change**  
Design work is progressing on the plans for Trout Drive and Genessee Avenue and should be completed shortly and bidding will begin after.
4. **Township Municipal Building Emergency Generator – (ARH #7701049) – No Status Change**  
Generator connection was completed in April. Testing and inspection will be completed by Township personnel.
5. **Waterford MUA Rules & Regulations Update (ARH # 7701052) – No Status Change**  
The Township Committee authorized our office to perform the required revisions to documents. In addition to revising the Rules and Regulations Document, we are also clarifying the construction details. We have submitted draft copies to the township to begin review.
6. **Water Quality Accountability Act Compliance (ARH # 2019.028)**  
Water system assets were collected and added to a database as required by the DEP. Further information on asset cost and maintenance schedules are being added to the database to increase its effectiveness for future system planning.

## **INFORMATION ITEMS:**

1. **Almira Ave Drainage Issue – No Status change**  
An inspection of the property was conducted the Township Code Official, in reference to drainage complaints from a resident, at the request of the Township Administrator. A report of our findings on the conditions and causes of the drainage issue was submitted.
2. **Waterford Edge Completeness – No Status Change**  
A site inspection was done at the request of the Township administrator to assess the completion of improvements on the site. Recommendations were made to the proper Township officials and a report is forthcoming.

3. **Drainage Concerns – Ashford Terrace, Lexington Dr. & Raritan Ave**  
ARH was requested to investigate and provide a remedy for multiple drainage concerns at the above noted locations. Plans were completed for Ashford Terrace and Lexington Drive. The stakes will be set this week for Township employees to regrade the areas concerned. ARH is still working on solutions for Raritan Avenue.
  
4. **Drainage Concerns – Clifford Ave – No Status Change**  
ARH evaluated existing conditions and met with the property owner to discuss various alternatives. Unfortunately, the only solution to the problem is not practical and would be very costly.

