

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

October 9, 2019

REGULAR MEETING

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The October 9, 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 Committeewoman Sura.

IV. ROLL CALL:

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

Professionals:

Ralph Condo, Township Administrator	-Present
David C. Patterson, Esquire Township Solicitor	-Present
Dawn Liedtka, Township Clerk	-Present
Chris Rehmann, PE, PP, Township Engineer, ARH Associates	-Present

V. CLOSED SESSION:

VI. PRESENTATIONS:

1. ANJEC Award Presentation from the Waterford Township Environmental Commission

VII. EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:

Township Clerk Liedtka requested the addition of the following two resolutions to the agenda:

RESOLUTION #2019-268- Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the 2020 Local Aid Program – Dayton Avenue Improvements.

RESOLUTION # 2019-269- Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the 2020 Local Aid Program – Genessee Avenue Improvements.

VIII. APPROVAL OF MINUTES:

On a motion by Committeeman Yeatman, second by Committeeman Hanna to approve the Regular Township Committee Meeting Minutes of July 10, 2019 as presented.

1. Regular Township Committee Meeting

July 10, 2019

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

5-0 Motion Carried

IX. ADOPTION OF ORDINANCES:

X. COMMITTEE REPORTS:

TOWNSHIP ENGINEER

Christopher Rehmann, Township Engineer, ARH Associates

MARY SURA

Director of Finance
Liaison to Environmental Commission

ANDREW WADE

Director of Building and Grounds
Liaison to Historical Society

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

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.

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

XII. APPLICATIONS:

On a Motion by Committeeman Wade, second by Committeewoman Hanna, to approve application Items #1 through #4 as submitted:

1. **RAFFLE APPLICATION: RA -629**
Waterford Township Civic and Events Association
On-Premise Draw Raffle (Basket Auction) at the "Winter on the Avenue" Event
Saturday, December 7, 2019 (Rain Date of December 8, 2019) – 5:00pm -9:00 pm
American Legion - 2225 Atco Avenue, Atco NJ 08004

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2. RAFFLE APPLICATION: RA -630
Waterford Township American Legion Post #311
Instant Raffle (Pull Tab) – During Hours of Operation of Post #311
(License is good for 1 year from date of issue)
2225 Atco Avenue, Atco NJ 08004

3. RAFFLE APPLICATION: RA -631
Joe Joe's Place Animal Rescue
On Premise 50/50
Saturday, November 9, 2019 5:00 pm – 9:00 pm
Alpha Gun Club - 442 Third Street, Atco, NJ 08004

4. RAFFLE APPLICATION: RA -632
Joe Joe's Place Animal Rescue
On Premise Draw Raffle (Basket Auction)
Saturday, November 9, 2019 5:00 pm – 9:00 pm
Alpha Gun Club - 442 Third Street, Atco, NJ 08004

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

XIII. COMMUNICATIONS:

XIV. DISCUSSIONS:

1. Public Works Part Time Seasonal Employees
Administrator Condo referenced a memo from Chief Cormaney regarding leaf season. In the past, leaves always took precedence and other projects that Public Works needed to accomplish took a back seat. They are looking to hire 3 seasonal part time workers at \$10.71 per hr. for 28 hours a week. Money was budgeted for this hiring. Committeeman Wade commented that he thought this was an excellent idea. Consensus of Committee was to move forward.

2. Atco Car Wash Update
Administrator Condo met with the Construction office and ARH regarding plans and Mr. Condo spoke with the owner, Mr. Bulboff. The impression received was that the completion of the car wash was moving forward. Engineer Rehman spoke to DEP and obtained the status report.

3. Township Owned Lane at 580 Jackson Road
Administrator Condo referenced a letter received from a resident residing at 580 Jackson Road. The resident would like to purchase 10 ft. wide lane that is the only access to her property. Currently, it is owned by the Township. Solicitor Patterson stated that the only way to do it is to vacate the street. The Township cannot simply sell the street to the resident. We must get all the adjoining properties to agree they don't have an interest in it and have them sign off. Committee's consensus is to contact the adjacent homeowners and confirm that the neighbors don't have interest and proceed to vacate.

4. Waterford Township War Memorial Committee Donation Request for Fall Festival
Administrator Condo confirmed with Solicitor Patterson that the township can't donate, but can buy things up to \$250 or reimburse with receipts.

5. Establishment of Trick or Treat Hours for Halloween
Date: Thursday, October 31, 2019
Time: 3:00p.m.– 8:00p.m.

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Moved by Committeeman Yeatman, 2nd by Committeewoman Sura to authorize the observance of Halloween Trick or Treat Hours in the Township as Thursday, October 31, 2019 from 3:00p.m. to 8:00p.m.

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

XV. OLD BUSINESS: None

XVI. NEW BUSINESS: (INCLUDES RESOLUTIONS AND ORDINANCES)

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 #2019-258 to #2019-265, #2019-268 & #2019-269 as follows:

RESOLUTION # 2019-258

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 26, 2019 (Rain Date Of Sunday, October 27, 2019)

RESOLUTION # 2019-259

Resolution Authorizing the Waterford Township Civic & Events Association to Close Various Streets for their Annual Winter on the Avenue Event on Saturday, December 7, 2019

RESOLUTION # 2019-260

Resolution Authorizing the Waiving of the Permit Fee for the American Legion Post #311 for the Installation of a New Sign

RESOLUTION # 2019-261

Resolution Authorizing Cancellation of Taxes for a Totally Disabled Veteran on Block 2801 Lot 17

RESOLUTION # 2019-262

Resolution of the Township of Waterford Authorizing a Contract with Deer Carcass Removal Services Through a Cooperative Pricing System Agreement Between the County of Camden and the Township of Waterford

RESOLUTION # 2019-263

Resolution Authorizing the Township of Waterford to Enter into a Cooperative Pricing Agreement with the County of Camden for the Purchase of Copy, Computer Paper and Envelopes under the Camden County Cooperative Pricing System, ID #57-CCCPS

RESOLUTION # 2019-264

Resolution of the Township of Waterford Approving Reduction of the Number of Sewer Units Assessed to Block 1301, Lot 6

RESOLUTION # 2019-265

Resolution of the Township of Waterford Amending Exit Agreement with Sergeant Ronald Lombardo

RESOLUTION #2019-268

Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the 2020 Local Aid Program – Dayton Avenue Improvements.

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RESOLUTION # 2019-269

Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the 2020 Local Aid Program – Genessee Avenue Improvements.

Poll Vote: Hanna -Yes
 Sura -Yes
 Wade -Yes to all, except Abstain #2019-268
 Yeatman -Yes
 Richardson -Yes

4-0-1 Resolution #2019-268 Motion Carried

5-0 Motion Carried on all other resolutions.

PUBLIC COMMENT FOR CDBG REALLOCATION ONLY:

The Mayor Opened the Meeting to the Public for Comments Regarding CDBG Reallocation.

There being no Public Comment, the Mayor Closed the Meeting to the Public for Comments Regarding CDBG Reallocation.

Moved by Committeeman Wade, 2nd by Committeewoman Hanna to adopt Resolution #2019-266.

RESOLUTION #2019-266

Resolution of the Township of Waterford Authorizing Camden County Community Development Block Grant (CDBG) Funding Reallocation: Year 39 (Fiscal Year 2017-2018) to be Reallocated from ADA Walkway and Accommodations at the Township Recreational Field to Improvements at the Senior Citizen Center to Include a Gazebo, Stone Pavers, Handicap Ramp and Ceiling Tiles.

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 Committeeman Wade to approve the bill list as presented.

1. Current Fund Bill List	\$ 1,600,787.63
2. Capital Fund Bill List	\$ 1,640.00
3. Utility Fund Bill List	\$ 22,431.62
4. Utility Capital Fund Bill List	\$ 4,000.00
5. Trust Fund Bill List	\$ 2,075.00
6. State Grant Bill List	\$ 3,537.82

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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.

Eric Romolini of Cooper Road inquired regarding the 5 year spending plan that was discussed in April. Committeeman Wade commented that it has been worked on but not finished. Committeewoman Sura added that it is a lot of work. Committeeman Yeatman agreed that we need to have a plan. And Committeewoman Hanna questioned if the inquiry was in regards to a 5-year strategic plan or a spending plan. The plan that was being discussed was a strategic plan that may incur costs along the way, not just spending. Mayor Richardson emphasized that the DCA came in and they are working hard to get an organized plan. Mr. Romolini then offered kudos to the Fire Department for the Fire Prevention Night.

Gabe Cimino of Jackson Road questioned who is requesting to have the land vacated on Jackson Road. Committee confirmed that it is just one family.

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

XIX. ISSUES FROM THE TOWNSHIP COMMITTEE:

XX. CLOSED SESSION:

On a motion by Committeeman Yeatman second Committeewoman Hanna to approve Resolution #2019-267 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. Contract Negotiations
2. Attorney Client Privilege – Resident Refund Request

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

Mayor Recessed the Meeting for Closed Session at 8:09pm.

RETURN TO PUBLIC SESSION

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

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

Mayor Reconvened the Meeting at 8:38 PM

ROLL CALL:

Committeewoman Hanna	-Present
Committeewoman Sura	-Present

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Committeeman Wade	-Present
Committeeman Yeatman	-Present
Mayor Richardson	-Present

Statement on return from Closed Session:

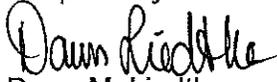
Solicitor Patterson stated that no final decisions were made in Closed Session.

XXI. ADJOURNMENT:

On a motion by Committeewoman Hanna second by Committeewoman Sura to adjourn the meeting at 8:39 PM.

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

Respectfully Submitted By:


Dawn M. Liedtka
Township Clerk

Approval Date: 12/11/2019

**MONTHLY ENGINEER'S REPORT
TOWNSHIP COMMITTEE**



Waterford Township

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

October 9, 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. FY2018 NJDOT – Local Aid Applications Trout Drive & Genessee Ave (ARH #7704011)

Plans for Trout Drive are complete and submitted to NJDOT for review.. After NJDOT provides this authorization the project can be advertised for bid. Genessee Avenue was removed from the project due to dealing with the extensive utilities in this area, additional local funding required, and the possible requirement for NJDEP permitting.

- The anticipated improvements contemplated for Genessee Avenue may have required a NJDEP permit that would have pushed the possible start date past this year's paving calendar.
- NJDOT Responded to the submission and noted that a railroad review would be required. ARH requested that review be waived as the project does not include a rail crossing.
- Our office is making the minor changes to the plans requested by the NJDOT.
- We need to submit a Scope Modification form, to reduce the limits to Trout Drive only. The form required endorsement by the Township Clerk, and must be on Township letterhead. The form will be mailed in Word format.

2. FY2019 NJDOT – Local Aid Applications Maple Ave (ARH #7704013) - No Status Change

Preliminary survey work is complete. Base maps and plans are being put together.

3. 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.

4. Water Quality Accountability Act Compliance (ARH # 7703007) – NO STATUS CHANGE

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. Submission of the Asset Management Plan is anticipated before the end of the month.

- The Township should apply for a grant through the NJ Environmental Infrastructure Trust's H2Loans program. This can provide monies to pay for the preparation of the Asset Management Plan.
 - ARH can be appointed as a collaborator and fill out/provide documentation on behalf of the Township.
- The database for the ages of the water mains to fulfil the 150-year replacement requirement is nearly complete. We can find some

information through historical aerals, but the rest will have to be best guesses.

5. Water Conservation and Drought Management (ARH # 7701047.02)

ARH has been authorized to submit an updated Water Conservation and Drought Management Plan (WCDMP) to NJDEP on behalf of Waterford Township as required by the Township Water Allocation Permit. ARH will obtain background information for the water system, review pertinent updates to the Township ordinance related to the water system and its rate structure, and calculations for supply, demand and water losses. A draft of the report will be submitted to the Township for review prior to submission.

- The NJDEP Bureau of Water Allocation and Well Permitting necessitates that an updated WCDMP be submitted every two (2) years

6. Waterford Township DPW Air Permit (ARH # 7701059)

The Township Committee authorized our office to complete the EPA Air Quality Permit for the generators installed at the Township building and the DPW site. These permits are necessary for the Township to receive FEMA funding for the generators at the noted locations. The Air Quality Permits have been completed and submitted to NJDEP. The permits will be considered complete by NJDEP when Township pays the permit fees.

7. Bates Mill Road – Mill and Overlay

At the Township's direction ARH prepared documents for quotes for milling and overlay of Bates Mill Road. Only one contractor submitted a quote and was over the threshold limit. The Township then authorized ARH to prepare documents for receiving bids for the improvements to Bates Mill Road. The documents were prepared and the project was advertised for bidding. The bid opening is scheduled for October 10, 2019.

8. Ritter Field Basketball Courts

ARH was authorized to complete the design and bid package for the basketball courts at the Ritter Field complex. In accordance with the wishes of the Township, the project will be bid before the end of the year so that contract bid prices can be held until initiation of construction in the spring of 2020.

9. Salt Shed at Public Works Complex

A meeting will be held with Green Acres on October 8, 2019 to resolve the location of the existing salt shed at the Public Works Complex. We hope to report on the meeting at the October Township Committee meeting.

INFORMATION ITEMS:

1. Waterford Edge Completeness

An agreement with the developer was reached regarding the completion of the subdivision by November 30th. Per the agreement, ARH will work with the contractor to identify areas of base repairs prior to the installation of the surface course of pavement.

- ARH is waiting to hear from the contractor regarding inspection dates and a related work schedule

2. **Atco Car Wash**

We have contacted Steve Bulboff, owner of Atco Car Wash to ascertain the status and timeline to complete the project. We are hopeful that we receive this information prior to the October meeting so that we can report to Township Committee.