

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

APRIL 10, 2019

REGULAR MEETING

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The April 10, 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 Yeatman.

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, , ARH Associates	-Present
William Loughney, PE, ARH Associates	-Present

V. CLOSED SESSION:

VI. EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:

Administrator Danson requested an addition of a topic for Closed Session: Attorney/client privilege – McNally Tort Claim.

Administrator Danson also asked for a Presentation to be added to the agenda from the Police Department regarding their Autism Awareness campaign.

Mayor Richardson requested an addition of Resolution # 2019-135 to the Agenda which is appointing members to the Township of Waterford Recreation Committee.

VII. PRESENTATIONS:

Chief Cormaney and Lieutenant D'Amico explained the importance of the Blue Badges that they will be wearing throughout the month of April to raise awareness about Autism. They thanked the Waterford Township Woman's Club for their support and assistance so that they could purchase blue badges for all Waterford Township Police. Committeeman Yeatman thanked them for doing their part to bring awareness to Autism and noted that he is especially touched because someone close to him is autistic.

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VIII. APPROVAL OF MINUTES:

On a motion by Committeewoman Hanna second by Committeeman Yeatman to approve the Regular/Workshop Meeting Minutes of January 23, 2019 as presented.

1. Regular/Workshop Meeting January 23, 2019 (*Committeeman Yeatman Absent*)

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

4-0-1 Motion Carried

On a motion by Committeewoman Hanna second by Committeewoman Sura to approve the Special Meeting Minutes of March 14, 2019 as presented.

1. Special Meeting March 14, 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

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

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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:

Moved by Committeeman Wade, 2nd by Committeewoman Sura, to approve application Item #1 as submitted below.

1. **FACILITY USE REQUEST**

Atco Christian Preschool
Annual Preschool Picnic - Lions Park at Town Hall
Friday, May 31, 2019 – 9:00a.m. – 12:00p.m.

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

XIII. COMMUNICATIONS:

XIV. DISCUSSIONS:

1. **Historic Train Station Funding**

Administrator Danson explained that a letter was received from Township resident Carl Lange detailing the old train station in Atco and the desire to rebuild it. Mr. Lange approached the dais and explained that he has been working with members of the historical society including Jack Palladino to see if there would be funding to reconstruct the old station and use it as a place for historical artifacts. Committee consensus was to have Solicitor Patterson look into options to get the process started.

2. **Alley Way Closure to Overweight Vehicles**

Administrator Danson noted that the roadway known as "Dick's Alley" has been becoming more and more dilapidated. Ms. Danson noted that school busses and trash trucks travel this route and suggested options to keep these large vehicles from going down the alley. Discussion ensued regarding having residents put their trash at Atco Avenue for collection and no longer allowing school busses to travel this roadway. Committeeman Wade noted that he does not want this to affect Dick's Autobody. Committee consensus was to have Administrator Danson reach out to the schools and homeowners.

3. **Clean Communities Summer Help**

Administrator Danson noted that there is available funding from Clean Communities that can be utilized for employees. Ms. Danson suggested hiring 2-3 young adults for approximately 15 hours a week for 6 weeks to help with summer staffing. Committee consensus was to proceed.

XV. OLD BUSINESS: None

XVI. NEW BUSINESS: (INCLUDES RESOLUTIONS AND ORDINANCES)

INTRODUCTION OF THE 2019 MUNICIPAL BUDGET:

Moved by Committeewoman Hanna, 2nd by Committeewoman Sura to introduce Ordinance #2019-1 with Public Hearing and Second Reading on April 24, 2019.

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Committeeman Wade asked for further explanation regarding how this Ordinance effects spending. Chief Financial Officer McKendry explained that this Ordinance just allows for spending to go up to the cap; it does not mean that it will happen, it is just there in case it is needed.

ORDINANCE #2019-1

Ordinance to Exceed the Municipal Budget Cost of Living Allowance and Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

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

4-1 Motion Carried

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to adopt Resolution #2019-124.

RESOLUTION #2019-124

Governing Body Certification of Compliance with The United States Equal Employment Opportunity Commission's "Enforcement Guidance on The Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of The Civil Rights Act Of 1964"

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

5-0 Motion Carried

Moved by Committeewoman Hanna, 2nd by Committeewoman Sura to adopt Resolution #2019-125.

CFO McKendry explained that there are certain years that towns can review their own budgets. This year, they are able to review their own rather than send to the Division of Local Government Services for review.

RESOLUTION #2019-125

RESOLUTION AUTHORIZING LOCAL EXAMINATION OF THE 2019 BUDGET
(Approval vote requires not less than a majority of the full membership of the Governing Body)

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

5-0 Motion Carried

Moved by Committeewoman Hanna, 2nd by Committeeman Yeatman to adopt Resolution #2019-126 introducing the Year 2019 Municipal Budget with Public Hearing on said budget to be held May 8, 2019.

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CFO McKendry gave a brief overview of the budget, noting that they were able to get it down to a one cent increase for approximately a \$16 a year increase on the average homeowner. Discussion ensued regarding the county and school taxes and the hope that they, too, will keep their increase to a minimum.

RESOLUTION #2019-126

RESOLUTION TO INTRODUCE THE YEAR 2019 MUNICIPAL BUDGET

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

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 Committeewoman Hanna second by Committeewoman Sura to adopt Resolutions #2019-127 to #2019-133 and #2019-135 as follows:

Committeewoman Hanna questioned Resolution #2019-129. Solicitor Patterson explained that widows are eligible for the exemption as well.

Committeeman Wade commented on Resolution #2019-132 and noted that he was disappointed to see Troy Smith leave the Public Works department. Mayor Richardson echoed his sentiments and noted that Mr. Smith was a great employee.

RESOLUTION # 2019-127

Resolution Authorizing the Refund of Permit Fees in the Amount of \$100.80 Pursuant to the Recommendation of the Construction Official (311 Gardens Avenue)

RESOLUTION # 2019-128

Resolution Authorizing the Township of Waterford to Sell Various Surplus Properties through GovDeals Internet Auctioneering Services Pursuant to State Contract

RESOLUTION # 2019-129

Resolution Authorizing Cancellation of Taxes for a Widow of a Totally Disabled Veteran on Block 406 Lot 3

RESOLUTION # 2019-130

Resolution Authorizing the Waterford Township Home and School Association to Close Various Streets for the 5k Color Run/Walk on Saturday, May 18, 2019

RESOLUTION # 2019-131

Resolution of the Township Committee of the Township of Waterford, County of Camden, New Jersey Authorizing the Issuance and Sale of up to \$2,479,000 of General Obligation Bonds, USDA Series 2019A, of the Township of Waterford; Making Certain Covenants to Maintain the Exemption of the Interest on Said Bonds from Federal Income Taxation; and Authorizing Such Further Actions and

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Making Such Determinations as may be Necessary or Appropriate to Effectuate the Issuance and Sale of the Bonds

RESOLUTION # 2019-132

Resolution Accepting the Resignation of Troy Smith as Public Works A-Operator in the Township of Waterford

RESOLUTION # 2019-133

Resolution of the Township of Waterford Appointing James Barney as a Class III Police Officer (School Resource Officer) for the Township of Waterford Police Department

RESOLUTION # 2019-135

Resolution Appointing Members to the Township of Waterford Recreation Committee

Poll Vote: Hanna -Yes
 Sura -Yes
 Wade -Yes to all, except Abstain to 2019-128
 Yeatman -Yes
 Richardson -Yes

5-0 Motion Carried on all Resolutions except 2019-128

4-0-1 Motion Carried on Resolution 2019-128

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.

Committeewoman Hanna requested a brief synopsis of how the bills get paid. Administrator Danson explained the purchase order system and noted that all purchases, whether large or small, must go through the same process and must be signed off by Committee, the Treasurer, the Department Head, and the Vendor.

1. Current Fund Bill List	\$ 2,332,762.93
2. Capital Fund Bill List	\$ 967.12
3. Utility Fund Bill List	\$ 200,049.00
4. Trust Fund Bill List	\$ 679.20
5. State Grant Bill List	\$ 11,776.16
6. Planning Board Escrow Bill List	\$ 980.00

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

5-0 Motion Carried

XVIII. OPEN MEETING TO THE PUBLIC:

The Mayor opens the meeting to the public for comments:

Joe Palladino explained his desire to reconstruct the historic train station. Mr. Palladino also noted

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that he is involved with the Camden County Historical Alliance and suggested Solicitor Patterson reach out to them.

Carl Lange of Raritan Avenue announced that there will be a display of historic items at the historic Berlin Train Station on May 11 and encouraged Committee and residents to go visit it.

Eric Romolini of Cooper Road inquired about decreasing the speed on Jackson Road. Administrator Danson noted that they are currently preparing an ordinance that addresses all of the speed issues in town. Mr. Romolini thanked the Committee for working on this. Committeeman Yeatman inquired about signage once ordinance passed.

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

XIX. ISSUES FROM THE TOWNSHIP COMMITTEE:

XX. CLOSED SESSION:

On a motion by Committeewoman Hanna second Committeeman Wade to approve Resolution #2019-134 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. Personnel – Employee #521
2. Attorney/Client Privilege – McNally v. Township

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

Mayor Recessed the Meeting for Closed Session at 8:00 PM.

RETURN TO PUBLIC SESSION

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

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

The Mayor Reconvened the Meeting at 9:02 PM.

ROLL CALL:

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

Statement on return from Closed Session:

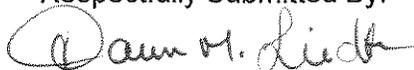
Solicitor Patterson stated that no final decisions were made in Closed Session.

XXI. ADJOURNMENT:

On a motion by Committeeman Wade second by Committeewoman Hanna to adjourn the meeting at 9:03 PM.

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

Respectfully Submitted By:



Dawn M. Liedtka, Township Clerk

Approval Date: 6/12/19

**MONTHLY ENGINEER'S REPORT
TOWNSHIP COMMITTEE**



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

April 10, 2019

Prepared for:

Waterford Township
2131 Auburn Avenue
Atco, NJ 08004

Prepared by:

ARH
ASSOCIATES

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)**
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**
Coordination with Atlantic City Electric and the Contractor for final connection is tentatively scheduled for April 18 – 20.
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)**
Inspection of the Water system continued in March. Information to conduct the water loss audit was provided. Deadline for the Assessment Management Plan is April 19, 2019.

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. A survey is in progress and base plans are being prepared to address the drainage concerns.
4. **Drainage Concerns – Clifford Ave**
5. 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 very costly.