

**TOWNSHIP OF WATERFORD  
TOWNSHIP COMMITTEE  
MINUTES**

April 8, 2020

REGULAR MEETING

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The April 8, 2020 Regular Township Committee Meeting of the Township of Waterford, called to order at 7:00 p.m. by the Mayor, Richard Yeatman, Sr.

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

Notice of time and date for this meeting appeared in Resolution #2020-7 dated January 2, 2020. 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.

In addition, notice that this meeting was being held by conference call due to the Coronavirus emergency was published on April 1, 2020 in the Hammonton Gazette and the Courier-Post, posted on the door to the Township Municipal Building, posted on the Townships official website, and posted on the Township's Facebook Page.

The DIAL-IN NUMBER is: (774) 220-4000 and the ACCESS CODE is 7023659#.

Take Further Notice that anyone from the Public wishing to speak will be permitted during the Public Participation portion of the meeting. There will be no closed session.

*Please place all phones on mute to alleviate disruption of the meeting.*

**II. SALUTE TO THE FLAG:**

**III. OPENING PRAYER:**

Opening prayer led by Committeeman Wade

**IV. ROLL CALL:**

Committeewoman Hanna	-Present
Committeeman Romolini	-Present
Committeeman Wade	-Present
Committeeman Wilson	-Present
Mayor Yeatman	-Present

**Professionals:**

David C. Patterson, Esquire Township Solicitor	-Present
Dawn M. Liedtka, Township Clerk	-Present
James D'Auria, Chief Financial Officer	-Present
Andrea Lanutti, Deputy Township Clerk	-Present
Jeff Hanson, PE, CME, Township Engineer, ERI	-Present

**PUBLIC HEALTH ANNOUNCEMENT**

**V. CLOSED SESSION:** None

**VI. PRESENTATIONS:** None

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

Mayor Yeatman requested the addition of one item to the agenda:

**RESOLUTION #2020-135**

Resolution of the Township of Waterford in support of and authorizing the 2020 Camden County Open Space Trust Fund Recreation Facility Enhancement Application.

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**VIII. APPROVAL OF MINUTES: None**

**IX. ADOPTION OF ORDINANCES: None**

**X. COMMITTEE REPORTS:**

**ANDREW WADE**

Liaison to Public Works  
Liaison to Building and Grounds  
Liaison to Historical Society

**HOWARD WILSON**

Liaison to Personnel  
Liaison to Communications

**RITA HANNA**

Liaison to School Board  
Liaison to Civic and Events Association  
Member Library Board

**ERIC ROMOLINI**

Liaison to Public Safety  
Liaison to Finance

**RICHARD T. YEATMAN, SR.**

Liaison to Construction and Zoning  
Liaison to Recreation Advisory Committee  
Liaison to Environmental Commission

**TOWNSHIP ENGINEER**

Jeff Hanson, Environmental Resolutions, Inc.

**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 : None**

**XIII. COMMUNICATIONS :**

Committeeman Romolini reported on the Coronavirus and noted that he is participating in a daily public safety call.

**XIV. DISCUSSIONS :**

1. Tax Due Dates:

James D'Auria, CFO, explained that estimated tax bills would be sent out for the 3<sup>rd</sup> quarter tax period any adjustments would follow in the 4<sup>th</sup> quarter.

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2. Dog Licenses:

Township Clerk Liedtka noted the requirement for all dogs to be licensed, however because of the pandemic, residents have been unable to obtain rabies vaccinations. Consensus of Committee is to extend the grace period for late fees charged to be after June 30, 2020.

3. Grant Application for Waterford Recreation Complex

Mayor Yeatman informed Committee that the application has been completed and will soon be ready to be submitted.

4. Recycling

Committee discussed alternative options to provide a solution to the rejected recycling loads. Residents need to be further educated and compliant, prior to resulting in fines. "When in Doubt, Throw it Out".

5. 2020 Census

Committeeman Wilson issued a reminder for residents to complete 2020 census.

6. Littering/Illegal Dumping

Committeeman Wade requested a review of the illegal dumping ordinance of our town to raise the fines.

**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 Wade second by Committeewoman Hanna to adopt Resolutions #2020-127 to #2020-135 as follows:

RESOLUTION # 2020-127

Resolution of The Township of Waterford Authorizing the Tax Collector to Issue Estimated Tax Bills for August 1, 2020 As Permitted By New Jersey Public Law 1994, C.72

RESOLUTION # 2020-128

Resolution Authorizing the Release of Escrow to Haines Boulevard Renewal, LLC in the Amount of \$16,232.20 (due to the project at Haines Boulevard not moving forward)

RESOLUTION # 2020-129

Resolution Authorizing Cancellation of Taxes for a Totally Disabled Veteran on Block 3701 Lot 46

RESOLUTION # 2020-130

Resolution of the Township of Waterford Appointing Stacia Regn as Clean Communities Coordinator

RESOLUTION # 2020-131

Resolution of the Township of Waterford Appointing Michael Ward, Esq. as Director of Community Development

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RESOLUTION # 2020-132

Resolution of the Township of Waterford Authorizing a Proposal from ERI, Inc. for the Public Works Garage Roof Replacement Project at Cost not to Exceed \$18,500.00

RESOLUTION # 2020-133

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 # 2020-134

Resolution of the Township of Waterford Cancelling Tax Sale Scheduled for June 10, 2020 Due to the COVID-19 Pandemic

RESOLUTION #2020-135

Resolution of the Township of Waterford in support of and authorizing the 2020 Camden County Open Space Trust Fund Recreation Facility Enhancement Application.

Poll Vote:	Hanna	-Yes
	Romolini	-Yes
	Wade	-Yes
	Wilson	-Yes
	Yeatman	-Yes

5-0 Motion Carried

**INTRODUCTION OF ORDINANCES: None**

**XVII. PAYMENT OF BILLS:**

On a motion by Committeeman Wade second by Committeeman Wilson to approve the bill list as presented.

1. Current Fund Bill List	\$ 1,669,358.25
2. Utility Fund Bill List	\$ 40,386.16
3. Grant Fund Bill List	\$ 9,570.66
4. Planning Board Escrow Bill List	\$ 961.50
5. Trust Fund Bill List	\$ 1,100.00
6. Capital Fund Bill List	\$ 17,770.32
7. Prior Payment on 3/16/2020	\$ 20,000.01

Poll Vote:	Hanna	-Yes
	Romolini	-Yes
	Wade	-Yes
	Wilson	-Yes
	Yeatman	-Yes

5-0 Motion Carried

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

The Mayor opened the meeting to the public for comments.

Dave Chiddenton, Anthony Road, noted that the tagging program in surrounding areas has proven effective. If the can is tagged it is then automatically dumped in the trash truck. Mr. Chiddenton offered his assistance to help with recycling concerns.

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Dana Paul, Andria Court, requested for letters sent from the Township to be marked as important. Ms. Paul shared her opinion that if residents don't follow guidelines then fines should be assessed.

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

**XIX. ISSUES FROM THE TOWNSHIP COMMITTEE:**

Committeeman Wilson voiced his concern about Green Acres and was informed that it is on hold until Spring.

**XX. CLOSED SESSION: None**

**XXI. ADJOURNMENT:**

On a motion by Committeeman Wilson, second by Committeeman Romolini to adjourn the meeting at 8:21 PM.

Poll Vote:	Hanna	-Yes
	Romolini	-Yes
	Wade	-Yes
	Wilson	-Yes
	Yeatman	-Yes

5-0 Motion Carried

Respectfully Submitted by:



Dawn M. Liedtka  
Township Clerk

Approval Date: 6/24/2020

**Township of Waterford**



**Environmental Resolutions, Inc.  
Township Engineer**



## **Township Engineer's Report April 6, 2020**

### **CAPITAL ITEMS**

1. NJDOT Local Aid Grant Applications – FY2018

The Township was awarded a Municipal Aid Grant in the amount of \$245,000.00 for the Reconstruction of Trout Drive. The construction contract was awarded to GWP Enterprises for a price of \$194,065.00. A preconstruction meeting was held on March 9, 2020. Construction on the project commenced on April 3 and can be expected to be completed approximately in the middle of May 2020.

2. NJDOT Local Aid Grant Applications – FY2019

The Township was awarded a Municipal Aid Grant in the amount of \$210,000.00 for the Reconstruction of a portion of Maple Avenue. ARH completed the design of the project and contract documents, which were reviewed by NJDOT Local Aid, who has authorized the project to be bid. The bid opening was scheduled for March 31, 2020 but was subsequently cancelled due to the ongoing COVID-19 crisis. A new bid date, with possibly a remote bid opening being held, is to be coordinated between ARH and the Township Clerk's office. ERI will then perform the construction management and inspection services during the construction phase. Once the project has been bid and it is determined which, if any, alternate bids are awarded subject to budgetary considerations we will prepare a proposal for CM/CI services based upon the actual final scope of work.

3. NJDOT Local Aid Grant Applications – FY2020

The Township was recently awarded a Municipal Aid Grant in the amount of \$170,000.00 for the Reconstruction of Dayton Avenue. ERI was recently authorized by the Governing Body to commence design work on the project. Topographic survey will be completed by ERI as soon as our land surveying personnel have availability. Once the survey is complete the design work on the project will begin. It can be anticipated that this project will be constructed during the Fall of 2020.

4. Ritter Field Basketball Court

Design of the project was recently completed by ARH, who has transmitted the contract documents to our office. ERI was recently authorized by the Governing Body to administer the bidding and construction management and inspection tasks for the project. A bid date in the near future will be coordinated with the Township Clerk's Office. Construction can be expected to begin in late spring or early summer.

5. Green Acres Encumbered Area at Burnt Mill Road Public Works Site

In October 2019 a meeting was held between NJ Green Acres, ARH and Township officials. Options regarding moving the salt shed and any other structures currently on Green Acres encumbered lands were discussed at the meeting. A further meeting was held with the Pinelands Commission on November 14, 2019. It was determined that a field survey will be necessary to determine the amount of encumbrance present on the Green Acres ground. Our office will provide a proposal to execute the necessary surveying work when the Governing Body is prepared to move forward with the work.

6. Public Works Breakroom / Workshop Roof

At the request of the Governing Body, we visited the Public Works Breakroom / Workshop roof with the Public Works Foreman on February 25, 2020. The flat roof is leaking in several spots, including the area above the SCADA equipment. The roof should be replaced in the near future and it is recommended that an "A-frame roof be constructed". Our office provided a proposal, dated March 17, 2020, for engineering design and CMCI services for the Governing Body's consideration. Once authorization is received we will move forward with the design work. It can be expected that construction of the project should be started sometime during the summer months of 2020.

7. Waterford Senior Center Rooftop Solar - CDBG Funding Application

At the direction of the Governing Body, our office prepared and submitted an application for Year 2020-2021 (Year 42) Community Development Block Grant (CDBG) funding for the installation of a complete rooftop solar energy system for the Township Senior Center at 474 East Atlantic Avenue. The preliminary cost estimate for the project is \$60,750.00, including engineering design and CMCI services. We will keep the Governing Body apprised of any future correspondence from Camden County Improvement Authority regarding the application as it becomes available.

## OTHER PROJECTS

1. Waterford Edge

The basin was recently desilted and vegetation was removed. Base pavement repair, installation of top course paving and punch list items remain to bring the project to completion. Our office will keep the Governing Body apprised of the schedule for the completion of outstanding improvements as we receive information from the developer.

2. Atco Car Wash

The soil stockpile was tested and results came back indicating that the levels of contamination were well below thresholds requiring any remediation work. The developer has been authorized to move the soil stockpile and it is anticipated that work on the project will be completed during April, 2020. ERI will provide oversight of the work as necessary.

G:\46000 00\Engineer and Project Status Reports\2020\ Engineer's Report – April 2020