

**TOWNSHIP OF WATERFORD  
TOWNSHIP COMMITTEE  
MINUTES**

May 13, 2020

REGULAR MEETING

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The May 13, 2020 Regular Township Committee Meeting of the Township of Waterford, called to order at 7:03 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:**

The Opening Prayer was led by Mayor Yeatman.

**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:**

- EMS Appreciation Month -Proclamation presented by Mayor Yeatman
- Waterford Township Employee of the Quarter- Awarded to Carmen Ordille

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

Township Clerk Liedtka requested the addition of two resolutions to the agenda.

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RESOLUTION #2020-150

Resolution Authorizing Refund of an Overpayment of Taxes on Block 1801 Lot 19.

RESOLUTION #2020-151

Resolution of the Township of Waterford Awarding Quote to Franc Environmental, Inc. for the Repair Work to the Waterford Township Chlorine Contact Tank.

**VIII. APPROVAL OF MINUTES:**

Moved by Committeeman Wade, 2<sup>nd</sup> by Committeewoman Hanna, to approve the Emergency Meeting Minutes of March 16, 2020 and the Emergency Meeting Minutes of April 30, 2020 as presented.

- |                      |                |
|----------------------|----------------|
| 1. Emergency Meeting | March 16, 2020 |
| 2. Emergency Meeting | April 30, 2020 |

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

5-0 Motion Carried

**IX. ADOPTION OF ORDINANCES:**

Moved by Committeewoman Hanna, 2<sup>nd</sup> by Committeeman Romolini to adopt Ordinance #2020-6

**ORDINANCE #2020-6**

YEAR 2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

Public Hearing

The Mayor Opened the Public Hearing for Comments.

There being no Public Comment, the Mayor Closed the Public Hearing for Comments.

Roll Call Vote:	Hanna	-Yes
	Romolini	-Yes
	Wade	-Yes
	Wilson	-Yes
	Yeatman	-Yes

5-0 Motion Carried

**X. COMMITTEE REPORTS:**

ANDREW WADE

Liaison to Public Works

Liaison to Building and Grounds

Liaison to Historical Society

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ERIC ROMOLINI

Liaison to Public Safety  
Liaison to Finance

RITA HANNA

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

HOWARD WILSON

Liaison to Personnel  
Liaison to Communications

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:**

The Mayor opened the meeting to the public for comments.

Dave Chiddenton, Anthony Road, inquired about the Department of Transportation Grant for Trout Drive. Township Engineer Jeff Hanson responded and explained the funding.

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

**XII. APPLICATIONS** : None

**XIII. COMMUNICATIONS** : None

**XIV. DISCUSSIONS** :

1. 2021 NJDOT Grant Application  
Committeeman Wade noted that Township Engineer Jeff Hanson addressed this in the Engineer's report.
2. Maple Avenue Bidding  
Committeeman Wade noted that the bid opening for Maple Avenue would be held on June 9<sup>th</sup> 10:00am at the Public Safety Building.
3. Atco Lake  
Mayor Yeatman noted that the county has been working hard with the Atco Lake improvements. Vegetation along White Horse Pike has been removed and they are looking to have a boat ramp and signage installed within the next month.
4. 2020 Census  
Committeeman Wilson noted that currently, only 67% of Waterford Township Residents have completed the census. Mr. Wilson stressed the importance for all residents to complete.

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5. Tax Sale

Mayor Yeatman noted that the previously scheduled tax sale was canceled due to the COVID-19 pandemic. A new date will be scheduled soon. Discussion ensued and Committee agreed that holding the tax sale at the Public Safety building would be a good option.

6. Planning Board Meetings

Committeeman Wade noted that there have been no Planning Board meetings since the start of the pandemic. Mr. Wade noted that they preparing to hold meetings again via Zoom.

7. Lombardo Property

Committeeman Wade summarized that the cleaning up of the property is still on going. Solicitor Patterson noted that it would be appropriate for the Township to obtain the services of an appraiser in order to find out the fair market price for the property.

8. Order of Business at Township Committee Meetings

CFO D'Auria explained that he felt it would be in the best interest of the Township to do Bill Lists only once a month, instead of twice.

On a motion by Committeewoman Hanna second by Committeeman Wilson to adopt Resolution #2020-144 as follows:

RESOLUTION # 2020-144

Resolution of The Township of Waterford Amending the Order of Business during a Township Committee Meeting (changing bill lists to once a month)

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

5-0 Motion Carried

9. 580 Jackson Road

Committeeman Wade updated Committee that a resident is requesting to purchase a piece of land that the Township owns. Mr. Wade notes that this land is literally just a driveway to one house. Discussion ensued regarding the steps that need to be taken.

10. Repair of Detention Tank at Water Treatment Facility

Discussion ensued regarding the necessary repairs that need to take place in order to maintain compliance with state regulations. Solicitor Patterson noted that the quote will be awarded in Resolution #2020-151.

11. Library Status

Committeeman Wilson explained that a Shared Service Agreement with the CCIA will end on May 31<sup>st</sup>. There is a need to renew. Committeewoman Hanna and Committeeman Wilson discuss options for a "New Home" for the library at the Atco Plaza.

On a motion by Committeewoman Hanna second by Committeeman Wilson to adopt Resolution #2020-145 as follows:

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**RESOLUTION # 2020-145**

Resolution of The Township of Waterford Extending and Renewing Shared Service Agreement with The Camden County Improvement Authority for a New Library Project

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

5-0 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 Wade second by Committeewoman Hanna to adopt Resolutions #2020-146 to #2020-151 as follows:

**RESOLUTION # 2020-146**

Resolution Authorizing Payment #2 to GWP Enterprises for the Trout Drive Roadway Project (\$97,983.51)

**RESOLUTION # 2020-147**

Resolution of the Township of Waterford Authorizing the Vacation of a Portion of the Right of Way of Auburn Avenue (Home owners at Block 1602, Lots 1 and 10 requesting to purchase an unused and unpaved strip of Auburn Avenue adjacent to their property- they already maintain the piece of land)

**RESOLUTION # 2020-148**

Resolution of the Township of Waterford Approving Reimbursement (due to the erroneous issuance of a zoning permit) to WMW Properties, LLC – William Westerby in the Amount of \$5,518.00

**RESOLUTION # 2020-149**

Resolution Amending Resolution 2020-78 Resolution Adopting A Cash Management Plan for the Township of Waterford as of May 13, 2020

**RESOLUTION #2020-150**

Resolution Authorizing Refund of an Overpayment of Taxes on Block 1801 Lot 19.

**RESOLUTION #2020-151**

Resolution of the Township of Waterford Awarding Quote to Franc Environmental, Inc. for the Repair Work to the Waterford Township Chlorine Contact Tank.

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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 Romolini second by Committeeman Wade to approve the bill list as presented.

1. Current Fund Bill List	\$ 2,899,887.72
2. Utility Fund Bill List	\$ 7,068.67
3. Grant Fund Bill List	\$ 391.50
4. Planning Board Escrow Bill List	\$ 16,232.20
5. Trust Fund Bill List	\$ 2,165.00
6. Capital Fund Bill List	\$ 45,267.00
7. Prior Payment on 4/22/2020	\$ 25,666.88

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 comment.:

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

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

**XX. CLOSED SESSION:** None

**XXI. ADJOURNMENT:**

On a motion by Committeeman Wade second by Committeeman Wilson to adjourn the meeting at 8:18 PM.

VOICE VOTE: All in Favor. No objections. Motion Carried.

Submitted by:  
Dawn Liedtke

Approval date: 8/12/2020

5/13/2020

Township of Waterford



Environmental Resolutions, Inc.  
Township Engineer



## Township Engineer's Report May 11, 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 was substantially completed when the top course of paving was constructed on May 8, 2020. Punch list and grant closeout tasks remain to bring the project to full completion

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 submission requirements meeting the bid opening protocols established by NJDCA, is being coordinated between our office, ARH and the Township Clerk's office. A bid date for June, 2020 is anticipated. 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 authorized by the Governing Body to commence design work on the project. We have completed a preliminary assessment and the topographic survey is scheduled to be completed by ERI in the coming weeks. 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 will be coordinated with the Township Clerk's Office once the COVID-19 bid opening restrictions for non-essential projects are lifted by the state.

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 Governing Body recently authorized ERI to provide engineering design services for the replacement of the roof. The flat roof will be reconstructed as an "A-Frame" roof, with alternates for both asphalt shingle and standing metal seam. The roof will also be tied into the existing "A-Frame" roof on the rear portion of the building. We have completed our preliminary assessment of the roof and are currently starting the preparation of plans and specifications to be used in obtaining bids for the project.

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.

8. Well #1 (Washington Avenue) - Contact Tank Maintenance

On April 20, 2020, our office visited the plant to evaluate an issue at the chlorine residual sampling point at potable water Well #1. An off-white sediment is backing up into the residual sampling point and causing malfunction with the chlorine pumps and filters. It is believed that the issue is originating from the contact tank outside of the well. It appears that a large accumulation of lime has built up in the tank to the point that it is backing up into the sampling point. Through our discussions with Public Works personnel it appears that the tank has not been dredged in some time. We solicited quotes from five (5) qualified contractors to perform the necessary work. The low quote was submitted by Franc Environmental, Inc. for a price of \$6,050.00, plus \$195.00 per

ton of material removed to be landfilled. It is our recommendation that the Governing Body approve the work to be done by Franc. If / when approved, we will oversee the work and keep the Governing Body apprised of status.

## **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 is in the process of evaluating the function of the basin and developing a punch list of outstanding items to bring the project to completion.

### 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. ERI will provide oversight of the work as necessary.

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