

## **EAST WINDSOR TOWNSHIP COUNCIL**

Tuesday, December 22, 2015

7:30 p.m.

### **MINUTES**

#### **CALL TO ORDER:**

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 7:30 p.m. on December 22, 2015.

#### **VERIFICATION:**

Deputy Municipal Clerk Kelly Lettera certified that the meeting was noticed in the annual meeting notice on January 16, 2015 and on December 18, 2015 notices were sent to the Trenton Times, filed in the office of the Municipal Clerk and posted in the East Windsor Municipal Building. All requirements of the open public meeting act have been satisfied.

**FLAG SALUTE:** Led by Township Manager James P. Brady.

#### **ROLL CALL:**

Present were Council Members Alan Rosenberg, Perry Shapiro, Peter Yeager, John Zoller and Mayor Janice Mironov. Council Member Marc Lippman was absent. Also present were Township Attorney David E. Orron, Township Manager James P. Brady and Deputy Municipal Clerk Kelly Lettera.

#### **PRESENTATIONS & PROCLAMATIONS:**

##### **ADMINISTER OATH OF OFFICE TO NEW POLICE OFFICER**

Mayor Mironov administered the Oath of Office to new Police Officer Karl Johnston.

#### **INTERVIEWS FOR BOARDS AND COMMISSIONS:**

Edward Gaul was interviewed and expressed interest in serving as a member on the Economic Development Committee or the Planning Board. Alexis Brandon was interviewed as a student member and stated she is interested in the East Windsor Municipal Alliance for the Prevention of Substance Abuse.

#### **PUBLIC FORUM:**

Dave Handelman, 467A Evodia Plaza, Monroe, NJ commented on dispatch communication services.

Karen Wheeland, 708 Twin Rivers Drive North, East Windsor, NJ commented on dispatch communication services.

Mayor Mironov closed the public forum and thanked them for speaking. Mayor Mironov stated no decisions have yet been made regarding dispatch communication services. The Township has gone out to solicit proposals to examine whether there will be service and financial benefits that could be accrued for the residents of the town. Mayor Mironov also stated they are committed to maintaining a high quality service, to maintaining the dispatch center at the police court building on One Mile Road. All aspects of the matter will be reviewed and analyzed and will take into account all comments, considerations, procedures, and costs before a decision is made.

**MINUTES:**

September 29, 2015  
October 13, 2015  
November 10, 2015  
November 10, 2015 Closed Session  
December 8, 2015

Mayor Mironov requested all minutes listed on the agenda be rescheduled.

**ORDINANCE – PUBLIC HEARING:**

**Ordinance 2015-13**            An Ordinance to Authorize the Acquisition of a Right-of-Way and Temporary Construction Easement from a Portion of the Property known as 898 U.S. Route 130 South and Designated on the East Windsor Township Tax Map as Block 51, Lot 40 for the Route 130/Hankins Road/Conover Road Improvement Project

Mayor Mironov stated this ordinance had been introduced at the December 8, 2015 Council Meeting. The ordinance would allow the acquisition of a property right in connection with Route 130, Hankins Road, and Conover Road realignment project and the town is working with the Department of Transportation in order to move things along.

Mayor Mironov then declared open the public hearing. There being no public comment, Mayor Mironov declared the public hearing closed.

**ORDINANCE NO. 2015-13  
TOWNSHIP OF EAST WINDSOR  
COUNTY OF MERCER**

**AN ORDINANCE TO AUTHORIZE THE ACQUISITION OF RIGHT-OF-WAY AND TEMPORARY CONSTRUCTION EASEMENT FROM PORTION OF PROPERTY KNOWN AS 898 U.S. ROUTE 130 SOUTH AND DESIGNATED ON THE EAST WINDSOR TOWNSHIP TAX MAP AS BLOCK 51, LOT 40, FOR ROUTE 130/HANKINS ROAD/CONOVER ROAD IMPROVEMENT PROJECT**

**WHEREAS**, in connection with the Route 130/Hankins Road/Conover Road improvement project, the Township Council has determined that it is in the best interests of the Township to acquire an approximately 238 square foot right-of-way and an approximately 538 square foot temporary construction easement from the property located at 898 U.S. Route 130 South, at the northwest corner of the intersection of Hankins Road and U.S. Route 130, and designated on the East Windsor Township Tax Map as Block 51, Lot 40 (the “Property”); and

**WHEREAS**, the Property is presently owned by Krishna Property Holdings, LLC, with offices at 160 Hazel Street, Clifton, New Jersey 07011; and

**WHEREAS**, Krishna Property Holdings, LLC has agreed to donate the described right-of-way and temporary construction easement to the Township at no cost to the Township;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Council of the Township of East Windsor, County of Mercer and State of New Jersey as follows:

1. The Township of East Windsor hereby accepts delivery of the attached Deed dated September 23, 2015 from Krishna Property Holdings, LLC, 160 Hazel Street, Clifton, New Jersey 07011, for an approximately 238 square foot right-of-way and an approximately 538 square foot temporary construction easement from the property located at 898 U.S. Route 130 South, at the northwest corner of the intersection of Hankins Road and U.S. Route 130, and designated on the East Windsor Township Tax Map as Block 51, Lot 40, all as fully described in the attached Deed.
2. Severability. If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.
3. Effective Date. This Ordinance shall take effect 20 days after final passage and publication according to law.

It was **MOVED** by Rosenberg and **SECONDED** by Shapiro that Ordinance No. 2015-13 be adopted and authorized for publication as required by law.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Ordinance No. 2015-13 was adopted and authorized for publication as required by law.

**ORDINANCE – INTRODUCTION: NONE**

**RESOLUTIONS:**

**Resolution R2015-185** Approval of Agreement with Community Grants Planning & Housing, L.L.C. as Affordable Housing Administrative Agent

**RESOLUTION R2015-185  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, East Windsor Township has been notified of the potential sale of an Affordable Housing deed restricted home under the Township Affordable Housing Program; and

**WHEREAS**, there exists a need for the services of an Affordable Housing Administrative Agent under N.J.A.C. 5:80-26.14 of the New Jersey Fair Housing Act to administer the sale of Affordable Housing restricted units to low and moderate income households; and

**WHEREAS**, Community Grant Planning and Housing, L.L.C. is a New Jersey recognized Affordable Housing Administrative Agent; and

**WHEREAS**, since the amount of the contract is under \$17,500, public bids are not required as set forth in N.J.S.A. 40A:11-4 requiring public advertising and bidding for contracts for a sum exceeding the aggregate amount as calculated periodically by the Governor, pursuant to N.J.S.A. 40A:11-3 which amount is \$17,500; and

**WHEREAS**, the maximum amount of the contract is \$5,000.00 and funds are available in account A-22-56-852-852 entitled "Affordable Housing Trust", in the amount of \$5,000.00, as evidenced by the Chief Financial Officer's Certification No. 2015-T006; and

**WHEREAS**, the Township Council has reviewed the Township Manager's recommendation;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement with Community Grants Planning & Housing, L.L.C., 101 Interchange Plaza, Suite 301, Cranbury, New Jersey 08512, to serve as Affordable Housing Administrative Agent to administer the sale of Affordable Housing deed restricted units to low and moderate income households on behalf of East Windsor Township.

It was MOVED by Zoller, SECONDED by Yeager to approve Resolution R2015-185.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-185 was approved

**Resolution R2015-204** Authorizing Cancellation of Small Tax Balances

Mayor Mironov pointed out an error on page 5, the second item should be deleted and the list needs to be re-run for public record purposes.

**RESOLUTION R2015-204  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the East Windsor Tax Collector has certified that small balances exist on various properties; and

**WHEREAS**, these balances should be cancelled.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the Tax Collector is hereby authorized and directed to cancel balances as detailed on the attached Tax Collector's list, dated December 23, 2015, to Cancel Small Balances pursuant to N.J.S.A. 40A:5-17.

It was MOVED by Yeager, SECONDED by Shapiro to approve Resolution R2015-204 with the changes.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-204 was approved with the changes.

**Resolution R2015-205** Authorizing Cancellation of 2015 Budget Appropriations

Mayor Mironov stated she spoke with the Finance Director and would like add the following items to page 2 schedule:

Manager Salary & Wages \$20,000  
Social Security \$10,000  
Finance Salary & Wages \$10,000  
The total being cancelled of \$357,719.00

**RESOLUTION R2015-205  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, N.J.S.A 40A:4-60 provides that any unexpended balances of appropriations may be cancelled prior to the end of the fiscal year; and

**WHEREAS**, it is necessary that Current Fund budget appropriation balances which remain unexpended be formally cancelled so that the unexpended balances may be credited to fund balance.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the attached listed unexpended balances of the Current Fund be cancelled.

It was MOVED by Zoller, SECONDED by Shapiro to approve Resolution R2015-205 with the changes.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-205 was approved with the changes.

**Resolution R2015-206** Authorizing Transfers Among the 2015 Budget Appropriations

**RESOLUTION R2015-206  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, N.J.S.A. 40A:4-58 provides for appropriation transfers during the last two (2) months of the fiscal year, when it has been determined that it is necessary to expend for any of the

purposes specified in the budget an amount in excess of the sum appropriated therefore, and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of East Windsor, County of Mercer, State of New Jersey, that the Chief Financial Officer be and the same is hereby authorized to make transfers among the 2015 budget appropriations as follows:

	TO	FROM
Legal Services – Licensed Professionals	\$20,000	
Police: Other Expense- Training tuition	\$21,000	
Tax Collector S & W	\$ 4,500	
Engineering S & W	\$ 600	
Code Enforcement S & W	\$ 2,000	
Fire Prevention S & W	\$ 800	
Prosecutor S & W	\$ 1,700	
Roads S & W	\$ 1,100	
Admin Public Works S & W	\$ 700	
Police Buildings & Grounds S & W	\$ 400	
Senior Center S & W	\$ 215	
<b>TOTAL</b>	<b>\$53,015.00</b>	
Employee Group Health		\$12,015.00
Police S & W		\$35,000.00
Social Security		\$ 6,000.00
<b>TOTAL</b>		<b>\$53,015.00</b>

It was MOVED by Rosenberg, SECONDED by Yeager to approve Resolution R2015-206.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
 Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-206 was approved.

**Resolution R2015-207**      Award Contract to Midcoast Mechanical for Purchase and Installation of Heating and Air Conditioning Equipment and Upgrades to Existing Equipment for the East Windsor Township Municipal Building and to Envirocon for the East Windsor Township Police/Court Building

Mayor Mironov stated there has been prior discussions regarding the systems in the Township building and police/court building over the summer to put the funding in place. Mayor Mironov stated a few small changes to the resolution: in paragraph 3 add “in the project mechanical engineer Onboard Engineering”, in the sixth paragraph insert “the maximum amount of the contract is \$263,245.00 for the municipal building” and then continue with the next number and under “Now Therefore” the first paragraph, third line, after the address of the company “on their bid of \$263,245.00” for the municipal building and “on their bid of \$189,775.00” for the police/court building.

**RESOLUTION R2015-207  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there exists a need to Purchase and Install HVAC equipment and upgrades to the existing equipment for the Police/Court Building and Municipal Building; and

**WHEREAS**, a Notice to Bidders was posted and advertised on October 14, 2015, and, seven (7) bids were received by the East Windsor Municipal Clerk on November 24, 2015 for the Purchase and Installation of Heating and Air Conditioning Equipment and Upgrades to Existing Equipment for the East Windsor Township Municipal Building and the East Windsor Township Police/Court Building; and

**WHEREAS**, the Township Council has reviewed the recommendations made by the Director of Public Works and the project mechanical engineer, On Board Engineering, on said bids; and

**WHEREAS**, the lowest bid for the HVAC Improvements for the Municipal Building was submitted by Midcoast Mechanical; and

**WHEREAS**, the lowest bid for the HVAC Improvements for the Police/Court Building was submitted by Envirocon LLC; and

**WHEREAS**, the maximum amount of the contract is \$263,245.00 for the Municipal building and \$189,775.00 for the Police/Court Building. The total cost of the contract to Purchase and Install HVAC equipment and upgrades to the existing equipment for the Police/Court Building and Municipal Building is \$453,020.00 and the Chief Financial Officer has determined that sufficient funds are available in the Capital Fund Account No. C-04-55-970-918-301 entitled, “Capital Ordinance 2015-09 HVAC Building Improvements” in the amount of \$366,020.00 and in Capital Fund Account No. C-04-55-947-908-402, entitled, “Capital Ordinance 2009-08 Police/Court Bldg Cooling Tower” in the amount of \$87,000.00, as evidenced by the Chief Financial Officer’s Certification No. C2015-032.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Contract for the purchase and Install HVAC equipment and upgrades to the existing equipment for the Municipal Building is awarded to Midcoast Mechanical, 6 Columbia Road, Neptune, NJ 07753, on their bid of \$263,245.00, upon receipt of a fully executed contract and all other required documents.
2. The Contract for the purchase and Install HVAC equipment and upgrades to the existing equipment for the Police/Court Building is awarded to Envirocon LLC, 490 Schooley's Mountain Road, Hackettstown, NJ 08091, on their bid of \$189,775.00, upon receipt of a fully executed contract and all other required documents.
3. The Mayor and Municipal Clerk are hereby authorized and directed to execute the contracts for same
4. The Municipal Clerk's Office is hereby authorized and directed to return the certified checks or bid bonds of the successful bidder and the next lowest bidder upon the receipt of a fully executed contract and all other required documents for the Municipal Building to Midcoast Mechanical, 6 Columbia Road, Neptune, NJ 07753 and Air Control Technology, 998 Taunton Avenue, West Berlin, NJ 08091.
5. The Municipal Clerk's Office is hereby authorized and directed to return the certified checks or bid bonds of the successful bidder and the next lowest bidder upon the receipt of a fully executed contract and all other required documents for the Police/Court Building to Envirocon LLC, 490 Schooley's Mountain Road, Hackettstown, NJ 07840 and Air Control Technology, 998 Taunton Avenue, West Berlin, NJ 08091.

It was MOVED by Shapiro, SECONDED by Zoller to approve Resolution R2015-207 with the changes.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-207 was approved with the changes.

**Resolution R2015-208** Closed Session (Contract Negotiations: Dispatch Services; Sale of Real Estate - Block 53.03, Lot 100); (Litigation: East Windsor Township Declaratory Judgment; Rescue Squad)

**RESOLUTION R2015-208**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, Section 8 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Township Council is of the opinion that such circumstances exist.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The public shall be excluded from the closed session at close of tonight's open session.
2. The general nature of the subject matter to be discussed is as follows:  
  
(Contract Negotiations: Dispatch Services; Sale of Real Estate - Block 53.03, Lot 100);  
(Litigation: East Windsor Township Declaratory Judgment; Rescue Squad)
3. It is anticipated at this time that the above stated subject matter will be made public when these matters are resolved or as soon thereafter as it is deemed to be in the public interest to do so.
4. This Resolution shall take effect immediately.

It was MOVED by Yeager, SECONDED by Rosenberg to approve Resolution R2015-208.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-208 was approved.

**Resolution R2015-209**      Approval of Lease Agreement with Mercer County for the Nutrition Program at the East Windsor Senior Center

Mayor Mironov asked that Resolution R2015-209 be held until next council meeting for clarification. She stated there is an M.O.U. that is referenced in the agreement in the third paragraph of the agreement, which is not attached. Mayor Mironov requested clarification regarding the terms of the agreement. Council agreed to hold the Resolution.

**Resolution R2015-210**      Approving Amendment of Professional Services Agreement with Harry Haushalter for Tax Attorney

Mayor Mironov requested to add a few small things to the Resolution: in the first paragraph, the second sentence "East Windsor Township Council after soliciting proposals and in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5 et seq.", the second paragraph "the Township needs" the fourth paragraph the of the certification needs to be adjusted and corrected to read "Legal Services-Licensed Professional" account which and in the number one in the Now therefor needs to read in an amount not to exceed \$27,000.00.

**RESOLUTION R2015-210  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on March 17, 2015, by Resolution R2015-052, the East Windsor Township Council after soliciting proposals and in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5 et seq., approved a one year professional services agreement with Harry Haushalter as Special Tax Counsel in the amount of \$20,000.00; and

**WHEREAS**, the Township needs to amend the Special Tax Counsel Professional Service Agreement to increase the current contract by \$7,000.00 from \$20,000.00 to \$27,000.00 for general services; and

**WHEREAS**, the Township Council has reviewed the recommendations made by the Township Manager; and

**WHEREAS**, the total amount of compensation authorized under this Agreement for professional services with Harry Haushalter is \$27,000 and sufficient funds are available in Budget Account No, 5-01-20-155-105-249 entitled "Legal Services-Licensed Professional", shall not exceed \$27,000.00, as evidenced by the Chief Financial Officer's Certification No. B2015-036.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Amendment to Agreement for Special Tax Counsel between the Township of East Windsor and Harry Haushalter, in an amount not to exceed \$27,000.00.
2. This Contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the contract is for service performed by persons authorized by law to practice a recognized profession that is required by law, but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.
3. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

It was MOVED by Rosenberg, SECONDED by Yeager to approve Resolution R2015-210 with the changes.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-210 was approved with the changes.

**Resolution R2015-211** Authorizing Purchase of Rock Salt from Morton Salt, Inc. for Public Works Department

Mayor Mironov stated she spoke with the Public Works Director and she would like to make a suggestion that will save the township significant funds for the future. The County contract currently has far better pricing than what the Township may receive in the future. Last year \$107,000 of Rock Salt was purchased. Mayor Mironov recommends that the amount of rock salt being purchased increase from 1275 tons to 1900 tons, for a total amount not to exceed \$99,047.00.

**RESOLUTION R2015-211  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase untreated rock salt; and

**WHEREAS**, in accordance with N.J.S.A. 40A:11-11, the Township can cooperatively purchase materials which have been bid by the County Government under a County Cooperative Pricing System; and

**WHEREAS**, Morton Salt, 2625 Butterfield Road, Suite 208E, Oakbrook, IL was the lowest responsible bidder at \$52.13 per ton, and was awarded the contract CK09-MERCER-2013-25 by the Mercer Contract Purchasing System, for a two year term from January 22, 2014 to January 23, 2016; and

**WHEREAS**, the Township Council has reviewed the Director of Public Work's recommendations on this purchase; and

**WHEREAS**, the Chief Financial Officer has certified that funds will be available subject to adoption of the 2016 Municipal Budget, in Current Fund Account No. 6-01-26-290-401-223 entitled "DPW Salt & Ice Control" in an amount not to exceed \$99,047.00, as evidenced by the Chief Financial Officer's Certification No. B2015-035.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Morton Salt, 2625 Butterfield Road, Suite 208E, Oakbrook, IL under the Mercer County Cooperative Contract Purchasing System CK09-MERCER-2013-25 for rock salt at \$52.13 per ton, for a total of 1,900 tons of rock salt, in a total amount not to exceed \$99,047.00.

It was MOVED by Shapiro, SECONDED by Yeager to approve Resolution R2015-211 with the changes.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Resolution R2015-211 was approved with the changes.

**APPLICATIONS: NONE**

**REPORTS BY COUNCIL AND STAFF:**

Council Member Rosenberg reported that the Recreation Commission met on December 7, regarding an open house they are having at the facility on January 23 with information regarding the event on the township website. Also, the egg hunt will be on May 19, with a rain date of March 20. Council Member Zoller reported that the Health Advisory Board met on December 17 on several subjects including painting house numbers on the curbs for emergency services. Mayor Mironov stated in previous years, several Eagle Scouts have helped the township by the painting of house numbers on the curbs, but if the

Health Advisory Board would like to undertake the project in the future that would be great. Also, they spoke regarding the community gardens and will be making some recommendations to township council for 2016. Mayor Mironov stated recommendations were made at the wrap-up meeting and Council is looking to find out what issues have and have not been addressed in addition to a 2016 kick-off schedule. Mayor Mironov reported that Clean Communities met on December 16 and the meeting schedule is set for the upcoming year. Also, the Adopt a Spot wrap-up event is scheduled for Thursday January 2, and Recycling events will be posted in the upcoming weeks. Mayor Mironov also reported that she and Council Member Zoller attended the Dare Graduation on December 15 at Grace N. Rogers Elementary School.

### **CORRESPONDENCE:**

Mayor Mironov listed the following correspondence received: A letter from the Department of Community Affairs dated December 1 advising the township they were awarded a Small Cities CDBG grant of \$100,000. A report from the Finance Director for the sale of bond anticipation notes, which she stated had a very favorable outcome. Mayor Mironov acknowledged receipt of new Township Policy regarding Budget Surplus from the Township Manager dated December 18, 2015. The policy states the Township will target at least 2% of the total operating budget appropriations as surplus on hand after being used as a revenue in the annual budget. Mayor Mironov also raised an issue that she had at the December 8, 2015, on Resolution 2015-203, regarding lack of company's street address on the resolution for public record and would like a follow-up regarding that.

### **APPOINTMENTS:**

Mayor Mironov appointed the following student members: Alexis Brandon to the East Windsor Municipal Alliance for the Prevention of Substance Abuse.

### **APPROVAL OF BILLS:**

Mayor Mironov specified the bill lists presented for payment dated December 17. Council Member Shapiro questioned the "Radar Repairs" on the current 2015 bill list, page 6. Township Manager James Brady responded that the "Radar Repairs" are annual certifications to ensure accuracy on the units. Mayor Mironov stated she would like the approval of the dump trucks on Capital Bill List page 1 and 2, to ensure the vehicles are in and has been satisfactorily inspected.

It was MOVED by Yeager, SECONDED by Zoller to approve the Bill List with the conditions.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, the presented Bill Lists dated December 17, 2015 were approved with the conditions.

### **MATTERS BY COUNCIL:**

Council Member Shapiro stated the municipal building circle is very dark and he would like to know who is responsible for the lighting. Mayor Mironov asked that Township Manager James Brady look into lighting and address who is responsible.

**DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:**

1. 2016 Independence Day Celebration and Summer Concerts Program

Mayor Mironov referred to two questions raised during the last council meeting discussion regarding if July 2 and July 3 both get rained out would the Township be able to cancel until the following weekend. The Township Manager James Brady explained in a memo that if rain occurs on both Saturday and Sunday, July 2 and July 3, the Township can cancel and move the event to the following weekend. All Council Members were in favor of considering the alternative if both days are rained out.

Mayor Mironov stated the Summer Concerts Program was also discussed during the December 8 Council meeting. The list of bands was supplied by the Recreation Director and Council requested further information on the bands not previously used. The Recreation Director provided information on the bands not previously used in addition to links in order for them to listen to the bands online.

It was MOVED by Rosenberg, SECONDED by Zoller to approve the scheduling of “Bronx Wanderers”, “Gathering Time” and “Eaglemania” for the 2016 Summer Concert Program.

ROLL CALL: Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, approving to schedule the “Bronx Wanderers”, “Gathering Time” and “Eaglemania” for the 2016 Summer Concert Program.

2. Township 5K Walk/Run Proposal

Mayor Mironov stated the 5K Walk/Run was discussed last year, the Recreation Director is recommending the event to be held on Saturday April 9. The most recent information submitted by her answers the questions that were raised such as funding, route, the ability to get volunteers and what organization. Council Member Rosenberg stated the Director and the Recreation Committee are very excited for the event and they think this will be a great event for the town. Mayor Mironov reiterated that the event is not publically funded that event is done with sponsors and volunteers. Also, Mayor Mironov would like clarification of what the approved route will be for Etra Lake Park and Disbrow Hill Playing Fields.

3. Request for Temporary Disability Leave without Pay

Mayor Mironov stated that the Township Manager has circulated a request for Temporary Disability Leave without pay request which is part of the process under the township policies.

It was MOVED by Rosenberg, SECONDED by Shapiro to approve the request for Temporary Disability Leave without pay effective November 19, 2015 through December 31, 2015.

4. East Windsor Township Council Vacancy

Mayor Mironov announced that sadly a vacancy occurred within the governing body and as per state law the procedure requires very specific limited time periods in order to address the vacancy. So in accordance with the procedures, the East Windsor Township Democratic Committee met and provided a letter regarding the vacancy. Mayor Mironov made a recommendation that Denise Daniels be appointed the new member of East Windsor Township Council due to her extensive background and commitment to the many community organizations in East Windsor Township and Mercer County.

It was **MOVED** by Shapiro, **SECONDED** by Rosenberg to approve Denise Daniels as the new East Windsor Township Council Member.

**ROLL CALL:** Ayes –Rosenberg, Shapiro, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, to approve Denise Daniels as the new East Windsor Township Council Member.

Mayor Mironov administered the Oath of Office to new Council Member Denise Daniels.

**MATTERS BY PUBLIC:** None

**ADJOURNMENT:**

Closed Session (Contract Negotiations: Dispatch Services; Sale of Real Estate - Block 53.03, Lot 100);  
(Litigation: East Windsor Township Declaratory Judgment; Rescue Squad)

Next Meeting: Friday, January 1, 2016 @ 10:45 a.m.

---

Gretchen McCarthy  
Municipal Clerk

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Janice S. Mironov  
Mayor