

EAST WINDSOR TOWNSHIP COUNCIL

Tuesday February 17, 2015

CALL TO ORDER:

On February 17, 2015, Mayor Janice S. Mironov called the East Windsor Township Council meeting to order at 7:30 p.m.

VERIFICATION:

Municipal Clerk Gretchen McCarthy certified that the meeting was noticed on January 16, 2015 and that 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 Police Lieutenant Christopher Jackson

ROLL CALL:

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

PRESENTATIONS & PROCLAMATIONS:

ADMINISTER OATH OF OFFICE TO NEW POLICE OFFICER

Mayor Mironov administered the Oath of Office to new Police Officer Brendan Hirtes

INTERVIEWS FOR BOARDS AND COMMISSIONS:

The Mayor and Council interviewed Gloria Goldbert who is interested in the Commission on Aging

PUBLIC FORUM:

No members of the public spoke

MINUTES:

July 1, 2014 Closed Session

It was **MOVED** by Council Member Lippman and **SECONDED** by Council Member Yeager that the July 1, 2014 Closed Session minutes be approved.

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

There being seven (7) ayes and no (0) nays, the July 1, 2014 Closed Session Minutes were approved.

October 7, 2014 Closed Session

It was **MOVED** by Council Member Zoller and **SECONDED** by Council Member Shapiro that the October 7, 2014 Closed Session minutes be approved.

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

There being seven (7) ayes and no (0) nays, the October 7, 2014 Closed Session Minutes were approved.

November 11, 2014 Closed Session

It was **MOVED** by Council Member Lippman and **SECONDED** by Council Member Rosenberg that the November 11, 2014 Closed Session minutes be approved.

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

There being seven (7) ayes and no (0) nays, the November 11, 2014 Closed Session Minutes were approved.

Mayor Mironov requested that minutes of the following meetings be rescheduled: November 11, 2014, November 25, 2014, December 9, 2014, December 23, 2014, January 8, 2015, January 20, 2015, and February 3, 2015.

ORDINANCE – PUBLIC HEARING: None

ORDINANCE – INTRODUCTION: None

RESOLUTIONS:

Resolution R2015-032 Amending Resolution R2015-020 Authorizing Purchase of Dump Truck with Snow Plow and Spreader from Bucks County International for Department of Public Works

The Resolution was read by title by the clerk. Mayor Mironov explained that this resolution had been done at a previous meeting but required corrective action on one component in the seventh paragraph. This resolution completely replaces the previous resolution. Mayor Mironov requested that the ninth paragraph be amended by inserting the “for the mobile radio and air conditioning” after the dollar amount of \$17,500 to distinguish the difference from other items of the purchase.

RESOLUTION R2015-032

**EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there is a need to purchase a replacement dump truck with snow plow, tailgate spreader for the East Windsor Public Works Department; and

WHEREAS, public bids are not required when the purchases are under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

WHEREAS, three (3) quotes were obtained for the dump truck with tailgate spreader and plow hydraulics; and

WHEREAS, the lowest cost proposal for one (1) new International Dump Truck with tailgate spreader and plow hydraulics was submitted by Bucks County International through State Contract No. T-2787; and

WHEREAS, the lowest cost proposal for the purchase and installation of a two channel mobile radio was submitted by Allcomm Technologies through State Contract No. T-0109; and

WHEREAS, four (4) quotes were obtained for the snow plow and frame; and

WHEREAS, the lowest cost proposal for one (1) power reversing snow plow and frame was submitted by Norcia Corporation; and

WHEREAS, the lowest cost proposal for air conditioning for the dump truck was submitted by Bucks County International; and

WHEREAS, since the purchase is under \$17,500 for the mobile radio and air conditioning, 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 Township Council has reviewed the Director of Public Work's recommendations on said purchases; and

WHEREAS, the maximum amount of the purchase \$130,845.16 and funds are available in the Capital Fund Account No. C-04-55-970-915-912 entitled Ordinance 2014-08 "DPW Acquisition of Dump Truck, as evidenced by the Chief Financial Officer's Certification No. C2015-006.

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 Bucks County International, 134 Old Oxford Road, Langhorne, Pennsylvania 19047 for one (1) new international dump truck with tailgate spreader and plow hydraulics in the amount of \$116,669.00, all in accordance with the attached quote.
2. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Allcomm Technologies, 5105 Route 34, Farmingdale, New Jersey 07727 for the purchase and installation of CM Series General Frequency Motorola Radius Mobile Radio, in the amount of \$725.60, all in accordance with the attached quote.
3. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Norcia Corporation, 451 Blackhorse Lane, North Brunswick, New Jersey 08902 for the purchase and installation of one (1) new 11'x36" reversible snowplow with integral snow shield, 10 gauge rolled plate moldboard, adjustable trip, two (2)

3” x 10” x 2” double acting reversing cylinders, cushion valve, double pilot lock valve, circle pushframe, A-frame, and swivel plate, in a total amount of \$11,907.83, all in accordance with the attached quote.

4. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Bucks County International, 134 Old Oxford Road, Langhorne, Pennsylvania 19047 for the purchase and installation of an air conditioning system, in the amount of \$1,100.00, all in accordance with the attached quote.
5. The total purchase amount is not to exceed \$130,845.16.
6. This resolution rescinds and replaces Resolution R2015-20.

It was MOVED by Council Member Duke and SECONDED by Council Member Rosenberg that the Resolution R2015-032 be approved with the changes.

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

There being seven (7) ayes and no (0) nays, Resolution R2015-032 was approved with the changes.

Resolution R2015-033 Approval of Extension of Lease of Farmland with Everett Brothers, LLC
(Block 71.01, Lot 48) along Dutch Neck Road

RESOLUTION R2015-033

**EAST WINDSOR TOWNSHIP
MERCER COUNTY**

The Resolution was read by title by the clerk. Mayor Mironov suggested that a format for renewal of leases be devised. The agreement attached to the resolution, in paragraph one, there is no “Schedule A”. In paragraph two, it indicates a one-time option for the tenant to renew the lease for another five years under the same terms and conditions. The format suggested for future farm lease renewals is a one page addendum to the lease being renewed.

WHEREAS, by Resolution R2010-79, adopted on April 20 2010, the East Windsor Township Council awarded a Lease of Township owned land on Dutch Neck Road to Everett Brothers to farm the property designated as Block 71.01, Lot 48 (46 acres) of which 12 acres are farmable; and

WHEREAS, the original five (5) year lease allowed the lessee to renew the Lease for another five (5) years under the same terms and conditions; and

WHEREAS, the lessee has requested in writing to extend the Lease of April 1, 2010 for calendar years 2015 and 2016 under the same terms and conditions.

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 Township Council hereby agrees to extend the Lease dated April 1, 2010, for two (2) calendar years from January 1, 2015 through December 31, 2016, to Everett Brothers LLC, 2020 Old Trenton Road, West Windsor, New Jersey 08550 under the same terms and conditions.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Lease Extension.

It was **MOVED** by Council Member Shapiro and **SECONDED** by Council Member Rosenberg that the Resolution R2015-033 be approved with the changes.

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

There being seven (7) ayes and no (0) nays, Resolution R2015-033 was approved with the changes.

Resolution R2015-034 Authorizing Purchase of Software Maintenance Updates for the East Windsor Finance Department with Edmunds Associates, Inc.

The Resolution was read by title by the Municipal Clerk. Mayor Mironov requested that the finance certification information be inserted into the fifth paragraph. Mayor Mironov also noted that a request and recommendation regarding this matter has been received from the Finance Director.

RESOLUTION R2015-034

EAST WINDSOR TOWNSHIP MERCER COUNTY

WHEREAS, there is a need to purchase software enhancements and maintenance of the Edmunds software system for the East Windsor Township Finance Department; and

WHEREAS, Edmunds & Associates Inc. is the sole provider and have not authorized maintenance of their software by any other vendor; and

WHEREAS, since the purchase 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 Township Council has reviewed the Township Manager's recommendations on said purchase; and

WHEREAS, the maximum amount of the purchase is \$14,214.00 and funds are available in the Current Account No. 5-01-20-140-140-245 entitled Data Processing, pending and contingent upon the adoption of the 2015 Budget for East Windsor Township, as evidenced by the Chief Financial Officer's Certification No. B2015-006.

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 Edmunds & Associates, Inc., Attn: Accounts Receivable, 301 A Tilton Road, Northfield, New Jersey 08225 for the purchase of 2015 Software Maintenance System for the East Windsor Township Finance Department, in an amount not to exceed \$14,214.00, all in accordance with the attached quote.

It was **MOVED** by Council Member Lippman and **SECONDED** by Council Member Duke that the Resolution R2015-034 be approved with the changes.

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

There being seven (7) ayes and no (0) nays, Resolution R2015-034 was approved with the changes.

Resolution R2015-028 Approval of Professional Services Contract for Engineering Services for Reconstruction and Resurfacing of Dorchester Drive with Engineering and Land Planning Associates

Mayor Mironov requested this resolution be held until further information could be gathered regarding the financing for the project and then revisit the matter at a future meeting.

Resolution R2015-035 Closed Session (Contract Negotiations: Interlocal Services Agreement with Hightstown Borough for Senior Center; Various – Police/Dispatch/Court)

The Resolution was read by title by the Municipal Clerk.

RESOLUTION R2015-035

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: Interlocal Services Agreement with Hightstown Borough for Senior Center; Various – Police/Dispatch/Court)
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 Council Member Shapiro and SECONDED by Council Member Duke that the Resolution R2015-035 be approved.

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

There being seven (7) ayes and no (0) nays, Resolution R2015-035 was approved.

APPLICATIONS: None

REPORTS BY COUNCIL AND STAFF:

Mayor Mironov reported that the Township Economic Development Committee met on February 5 where placement of the remaining Einstein Alley signs was discussed and planned. The committee also talked about ideas for the sign that faces the Turnpike on the Public Works building that is located on Ward Street. Also, some State websites and opportunities for business promotion were discussed.

Mayor Mironov also reported that she and members of Council attended the Volunteer Fire Company No. 1 Installation, where she had the privilege to install the various officers, Jim McCann as Chief and Jack Israel as President of the fire company. The Mayor extended her thanks to them.

Mayor Mironov also attended the Cub Scout Pack 53 Blue and Gold Ceremony on February 8 at the Kreps School where they surprised her with a lovely plaque.

CORRESPONDENCE: None

APPOINTMENTS: None

APPROVAL OF BILLS:

Current 2015 bill listed, Current 2014 Bill list, and a Capital Bill list dated February 6, 2015.

Mr. Zoller requested the first bill on page 4 of the Current 2015 be pulled for clarification as to what was purchased and also requested clarification for an item on page 11 of the same list.

Mayor Mironov stated that on the Capital Bill List she had questions regarding the dating and source of payment for first set of bills and she would like to have them pulled. The date of the bills at the bottom of page one on the Current 2014 bill list, Mayor Mironov would like held pending clarification.

It was MOVED by Duke, SECONDED by Rosenberg to approve the Bill Lists subject to the questions and pulled bills.

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

There being seven (7) ayes and no (0) nays the presented Bill Lists were approved subject to the questions and pulled bills.

MATTERS BY COUNCIL:

Mayor Mironov stated that a memo has been received from the Recreation Director with regard to the summer event schedule.

DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:

1. Gun Lock Safety Program

Mayor Mironov stated that she has spoken with the Chief of Police on this matter. The locks are available to the Township at no cost from Project Child Safe, the nation's largest firearms safety program. In the past, March has been declared as gun safety month. The free gun locks are distributed to any East Windsor resident requesting the locks. This program is strictly about safety. All Council Members expressed consensus to proceed with the gun safety program.

2. Re-certification of Mercer County HOME Investment Partnerships Program Consortium

Mayor Mironov stated that a letter was received from Mercer County inquiring whether the Township would once again take part in this program. Participation enhances their ability to access funds to assist people in terms of their homes and the production of affordable housing. East Windsor has participated for a number of years and the Mayor endorses approval of the agreement.

Resolution R2015-036 Approval of Agreement for East Windsor Township's
Continued Participation in the Mercer County HOME
Investment Partnership's Program

The Resolution was read by title by the Municipal Clerk.

RESOLUTION R2015-036

EAST WINDSOR TOWNSHIP

MERCER COUNTY

WHEREAS, the HOME Investment Partnerships Program seeks to expand the supply of decent and affordable housing, particularly rental housing, for low and very low income Americans; and

WHEREAS, the HOME Investment Partnerships Program seeks to strengthen the abilities of state and local governments to design and implement strategies for achieving adequate supplies of decent, affordable housing; and

WHEREAS, the HOME Investment Partnerships Program seeks to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations, in the production and operation of affordable housing; and

WHEREAS, the HOME Investment Partnerships Program provides state and local governments with the flexibility to decide what kind of housing assistance, is most appropriate for meeting their housing needs; and

WHEREAS, the HOME Investment Partnerships Program encourages state and local governments to use HOME funds efficiently and to undertake the most cost-efficient housing activities requiring the smallest state and local matching contributions for Federal funds; and

WHEREAS, in order to qualify for funding under this program, a municipality or consortium of municipalities must have a minimum 'critical housing need' of \$500,000.00; and

WHEREAS, the City of Trenton is the only municipality within Mercer County eligible, on an independent basis for HOME Investment Partnerships Program funds; and

WHEREAS, the remaining Mercer County municipalities interested in participating in the HOME Investment Partnerships Program must pool together into a consortium to be eligible for funding; and

WHEREAS, there is no cost to municipalities to participate in the Mercer County HOME Investment Partnerships Program Consortium, aside from the required matching funds for any project a municipality may undertake; and

WHEREAS, the Mercer County HOME Investment Partnerships Program Consortium would be a source of funding for a project the Township of East Windsor may undertake in its own affordable housing program without requiring the Township of East Windsor to undertake any specific projects; and

WHEREAS, participation by the Township of East Windsor in the Mercer County HOME Investment Partnerships Program Consortium would be beneficial to its relations with other Mercer County municipalities, as a whole, meet the eligibility requirements for participation in the HOME Investment Partnerships Program.

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 participation in the Mercer County HOME Investment Partnerships Program Consortium is hereby endorsed; and

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk are hereby authorized and directed to execute said Mercer County HOME Investment Partnerships Program Consortium Agreement.

It was **MOVED** by Council Member Lippman and **SECONDED** by Council Member Shapiro that the Resolution R2015-036 be approved.

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

There being seven (7) ayes and no (0) nays, Resolution R2015-036 was approved.

3. Township Parks Improvements

Mayor Mironov spoke regarding the discussion held at the December 23, 2014 Council meeting regarding the conditions of equipment at various township parks. At that meeting the status of various items was discussed and improvements to be done in 2015 were identified. This is a follow up of that discussion. With respect to Etra Park and Disbrow Hill Park area, new grills, trash receptacles were authorized, purchased and are being installed. Recommendations were made for improvements to Veterans Park in Cranbury Manor and Wiltshire Park with respect to the tennis courts. In Veterans Park, the softball field was agreed to be converted to a soccer field, a backboard on the basketball court needs to be replaced as well as the fencing in both parks. The bigger issue is the tennis courts. Three options were presented by the Department of Public Works. In Wiltshire Park, the tennis courts are heavily used and need to be restored. The Mayor spoke regarding the option for the premier court material being slightly more expensive but is guaranteed for 25 years. Council Members expressed consensus to move forward with the better tennis court material. Mayor Mironov also stated that in December Council also discussed fencing needing to be replaced at both of the parks due to storm damage. Council unanimously agreed to also move forward with obtaining pricing on replacement fencing for both Veterans Park and Wiltshire Park.

4. 2015 Municipal Budget Review Schedule

Mayor Mironov proposed Budget meetings be held Tuesday February 24 at 5:45pm, Wednesday February 25 at 5:45 pm and continuing into the March 3, 2015 which will start at 8:00pm. All Council members agreed to Budget Review schedule being set on the aforementioned dates.

MATTERS BY PUBLIC:

John Brooks – 888 Old York Road, East Windsor, New Jersey – commented on EMS services

Jonathan Wassef – 175 Canterbury Court, East Windsor. New Jersey – commented on EMS services.

ADJOURNMENT:

Minutes of Council Meeting

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There being no further business Mayor Mironov adjourned the meeting at 8:29 p.m.

Gretchen McCarthy
Municipal Clerk

Janice S. Mironov
Mayor