

## **EAST WINDSOR TOWNSHIP COUNCIL**

Tuesday March 8, 2016

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 Tuesday, March 8, 2016.

### **VERIFICATION:**

Municipal Clerk Gretchen McCarthy certified that the meeting was noticed on January 14, 2016 in the annual meeting notice and on March 4, 2016, 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 Mark Platizsky

### **ROLL CALL:**

Present were Council Members, Denise Daniels, 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 and Municipal Clerk Gretchen McCarthy.

### **PRESENTATIONS & PROCLAMATIONS:**

American Red Cross Month – March 2016

Mayor Janice S. Mironov, joined by New Jersey Crossroads Chapter of the American Red Cross Executive Director Christy Hodde, issued a Proclamation recognizing American Red Cross Month.

Women's History Month – March 2016

Mayor Janice S. Mironov, joined by East Windsor Council Member Denise Daniels, Hightstown Borough Council Member Susan Bluth, Mercer County Clerk Paula Sollami-Covello and Mercer County Surrogate Diane Gerofsky, issued a Proclamation recognizing Women's History Month in March.

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

2. ★Communication Center Dispatch Services

Mayor Mironov stated one of the toughest jobs being in local office are with budgets and staying within the constraints and recognizing that costs and pricing go up every year. The Township is always looking for possible opportunities to maintain high quality services to save taxpayer dollars by shared service agreements or other vehicles for delivering services. On October 7, 2015 East Windsor sent out a request for a request for proposal (RFP) for dispatching services. On October 27, 2015 one proposal was received from the IXP Corporation. The committee was reviewing the proposal when the Township had been in dialogue and negotiations with Hightstown Borough regarding the possibility of a shared service agreement for dispatch communication services. The shared services was approved by Hightstown Borough on January 19, 2016 and by East Windsor Township on January 26, 2016. On December 23, 2015 East Windsor issued an alternate for proposals for East Windsor and Hightstown Borough through

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the shared services agreement. One proposal was received from IXP Corporation on January 7, 2016. For both processes, an evaluation committee was appointed, which consisted of Mayor Janice Mironov, Deputy Mayor Peter Yeager, Council Member Perry Shapiro, Township Manager James P. Brady, Police Chief Harry Marshall and Police Lt. Christopher Jackson. Over the course of the committee's work, an evaluation sheet was agreed upon to provide an outline for the evaluation committee to evaluate the proposal. Mayor Mironov stated she is turning this over to Township Manager James P. Brady and Police Chief Harry Marshall to present the findings, process and recommendations of the committee.

East Windsor Township Manager James P. Brady stated the evaluation committee met November 5, November 9, November 23, 2015 and January 21 and February 8, 2016. During two of those meetings the committee met with two of the representatives from the IXP Corporation. The November 5 meeting involved a conference call with Lawrence Township Business Administrator, due to Lawrence Township having an agreement with IXP Corporation utilizing them for their police, fire and ems dispatching services. Lawrence Township Business Administrator expressed high regard and satisfaction with the IXP Corporation and could not recall a single complaint relative to the dispatching services. Lawrence Township's initial agreement was for two years, but they then decided to renew their contract early for an additional three years on April 2015.

During the November 9 meeting, the IXP President did a presentation which ensured all levels of service to be consistently met or exceeded to the currently provided dispatch services. On November 23 the committee met regarding the IXP proposal and compared costs, reviewed dispatch functions, input received by the committee in addition to training and performance standards. On January 21, 2016 a second presentation was done by two members of the IXP staff to outline the January 7 alternate proposal and highlight the differences between the two submitted. The new proposal offered a staffing model of nine dispatchers over the seven dispatchers the Township currently has in place. The new proposal also offered two dispatchers 24/7 and up to three dispatchers during peak hours in addition to all current duties that the current dispatch performs. During the February 8 meeting, the dispatch evaluation sheet was used to raise all comments and input that was raised by the committee, in addition to the assessment of all costs associated. The committee had discussions with each of the other agencies that have an agreement with IXP for input and feedback.

Chief Harry Marshall spoke on the results of those evaluation sheets submitted by the committee. Chief Marshall stated that several of IXP clients were interviewed in order to gage their satisfaction with IXP services. The first interview was done with Lawrence Township Chief of Police who accredited the IXP training and orientation program integrating a smooth transition for employees into the new system and stating there was never a hindrance in dispatch services. The second interview was with Hightstown Borough Police Lt. Hightstown had been using IXP on a part-time basis since 2013 and full-time since January 2016 stating services are good and transition was smooth by everyone involved without a single complaint by borough residents. The Hightstown Borough Business Administrator was also contacted regarding IXP services and stated he has received no complaints from Hightstown Police Department, emergency services, resident or any member of the community. The administrator also stated IXP is knowledgeable, reliable and professional and has worked well with the Police Department, Fire Department and Emergency Medical Services during the transition. Chief Marshall also stated IXP also has a current agreement with Danbury Connecticut to provide fire, ems and dispatch services. The mayor of Danbury Ct was interviewed and they stated that IXP was professional, competent, responsive, easy to work with and the transition was seamless. He also stated no safety issues or concerns have occurred since the initial contract period. The Chief of Police of Johns Creek, Georgia was also contacted and they have

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been providing services to Johns Creek as well as the surrounding town since 2009 for over 240,000 residents, spanning over 95 square miles and stated that IXP staff is a well trained professional service.

Chief Marshall also stated as part of the evaluation, the committee was asked to meet with existing East Windsor Township dispatchers, staff and appointed union representatives. Three meetings were held on October 15, November 19 and January 22 in order to seek input, identify concerns and provide an opportunity for current dispatchers to ask questions. Various topics were raised such as retention, turnover rate, accountability of IXP dispatchers, potential added technology costs and if IXP staff would provide the current tasks that are currently preformed from day to day by the East Windsor dispatchers.

James Brady stated the issues that were reviewed by the evaluation committee over numerous meetings and the interviews resulted in some findings. The evaluation committee used five criteria which was outlined in the proposal evaluation sheet. The result of those findings were that the IXP is experienced and knowledgeable providing service to police, fire and ems dispatch services to multiple government agencies of various sizes and populations. IXP also has a highly reputable service through the interviews that were conducted with their various clients, they have integrated into existing public communication centers and worked corporately with government entities to plan, design, staff and operate dispatch communications centers. Each government entity that was contacted conveyed a positive sentiment about all IXP employees from management staff to the tele-communicators that preform dispatch services. The experience and certification of operational level personnel employed by IXP was also evaluated by the committee and the committee found the experience and operational level of IXP personnel is of high quality and the training for dispatchers meets or exceeds existing best practices and all the standards outlined in the townships requests for proposals. The retention and turnover was also not an issue and was not raised as a detriment to dispatch services to existing IXP clients. IXP addressed all start up actions for timeliness and demonstrated they could implement communication services in a timely manner. The local offices are located in Plainsboro which allows a quick turnaround time as far as the agreement.

The IXP proposal provides shared services to Hightstown Borough and East Windsor over a five year period for a cost of \$3,670,000.00 and provides for a staffing level of nine dispatchers. East Windsor's staffing model over the same five years proposed a cost of \$3,821,207.00. Based on the comparison and the shared services agreement with Hightstown, East Windsor would realize a direct budget savings and revenue addition over the five year period of \$607,101.25. Since IXP proposal provides for a ninth dispatcher valued at \$445,000.00 over five years, East Windsor would realize an overall benefit of \$1,052,101.25 over a five year period.

Overall the committee noted that all dispatch communication services will continue under an IXP agreement to be performed out of the East Windsor communications center located in the Police Court building on One Mile Road. IXP is an established company with experienced leadership, dispatch services and law enforcement and possess the ability to provide the requested services as evidenced by their years of performance and renewed agreements with existing government entities. IXP has the capacity and desire to provide preference in hiring to the existing East Windsor dispatchers with employee incentives as well as company employment advancement. The agreement with IXP also provides the opportunity to provide East Windsor with the availability to join other shared services agreements for additional savings and revenue generation to East Windsor taxpayers. The opinion of the committee is that IXP provides a long term cost savings, improved operation efficiencies and financial predictability over a five year agreement and offer these benefits while bringing improved service levels and increase staffing to municipal services and the East Windsor community.

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The committee unanimously recommended that the Mayor and Council award the contract to provide dispatch communications services to the Township of East Windsor and Hightstown Borough pursuant to the shared services agreement to IXP Corporation. The committee further recommended to award the contract for an additional two year period with a renewal option for a maximum of five years. The \$3,670,000.00 is broken down to \$734,000.00 per year over the five year period.

Mayor Mironov opened the meeting up for public comment.

Tom Lyon, 33 Heather Glen Lane, Delran, NJ union representative for Teamster 676 spoke regarding dispatch and asked the council to table the matter.

The following people spoke regarding keeping current township dispatch communication services in house:

Tristen Torres, 891 Jamestown Road, East Windsor, NJ  
Brian McMann, 9 Sheffield Road, East Windsor, NJ  
Christine Rothman, 447 Dutch Neck Road, East Windsor, NJ  
Rene Altman, 346 Dutch Neck Road, East Windsor, NJ  
Dave Handleman, Avodia Plaza, Monroe, NJ  
Susan Handleman, 467A Avodia Plaza, Monroe, NJ  
Jessica Russo, 22 Hyde Avenue, Bordentown, NJ  
Nick Verasca, 12 Riverbank Drive, NJ  
Veronica Nash, 516 Madison Drive, East Windsor, NJ

Mayor Mironov stated the evaluation committee was created and included of the six members the Chief of Police Harry Marshall, Lt. Christopher Jackson and Township Manager James P. Brady and they all have an extensive police background. In addition, the CFO and the Township Manager reviewed all costs very carefully, several times to ensure accuracy. Mayor also stated that the subject has been out there since September, she appreciates all the comments and they have been taken into account in reaching any decision.

Council Member Shapiro stated everything was reviewed and looked at very carefully and have set the system up in a way that if at any point the Township thought it would be harmful it could be easily reversed.

Council Member Yeager echoed that the committee deliberated a lot and had many thorough discussions regarding the information that was provided and he feels comfortable with the committee's overall decision.

Mayor Mironov also commented with respect to the referenced petition, she did review the petition and the comments. Mayor stated there was a total of sixty people from East Windsor and Hightstown Borough along with six people from Cranbury and the remaining people were from all over the state and the country that signed the online petition.

Council Member Marc Lippman stated Council has a responsibility to East Windsor residents to save money wherever possible without compromising quality of service, sharing and out sourcing falls into this category. Council and Manager has spent a great deal of time researching, analyzing with the towns and

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organization. IXP is a well-regarded professionally run dispatch organization that will save East Windsor a significant amount of money and he encourages the current dispatching staff to engage in the proposal opportunity.

Council Member Rosenberg thanked the committee for their contribution.

Council Member Daniels echoed Council Member Rosenberg and is looking forward to the IXP advantages.

Council Member Zoller stated he is confident that the agreement will be honored between IXP and current staff and he echoed Council Member Shapiro said that if IXP is not everything it is expected to be then Council is prepared to take additional steps if necessary.

Mayor Mironov stated a great deal of time was taken looking at the proposal, reviewing every single comment raised, potential flaws or services that IXP would or would not provide, on top of reviewing the cost multiple times. Mayor Mironov stated it is very difficult being in local office, with the budget responsibility to stay within the state imposed caps with rising prices and costs but maintaining the highest quality of services to the community. Mayor Mironov believes these goals have been honored in the decisions and further recognizes the importance of knowing the people and the community, and the decision was made to offer the current employees first priority. This agreement provides for the Township to save a great deal of money over the course of the contract, a higher staffing level than the current, from a company with a very high set of credentials and a record of high quality service. Mayor stated IXP offers the Township a very positive path at this point and hopes that the Township will have the opportunity to continue to engage the current dispatcher through the opening that has been provided.

**Resolution R2016-053**      Action on Communication Center Dispatch Proposal

**RESOLUTION R2016-053  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on October 7, 2015, East Windsor Township issued a Request for Proposals for Communication Dispatch Services and on October 27, 2015, one proposal was received by the Municipal Clerk; and

**WHEREAS**, on December 23, 2015, East Windsor Township issued an alternate Request for Dispatch Communication Services and on January 7, 2016 one (1) proposal was received by the East Windsor Township Municipal Clerk from IXP Corporation of Princeton, New Jersey; and

**WHEREAS**, the Township Council has reviewed the Report and Recommendations of the Evaluation Committee on the proposal; and

**WHEREAS**, the maximum annual amount of the contract is \$734,000.00 and the Chief Financial Officer has determined that sufficient funds are available in the Current Account No. 6-01-25-250-308-254 entitled Communications Contracts, subject to the adoption of the 2016 Municipal Budget and pending adoption of the 2017 budget as evidenced by the Chief Financial Officer's Certification No. B2016-015.

**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 agreement for Dispatching Services is hereby awarded to IXP Corporation, Princeton Forrestal Village, 103 Main Street, Princeton, New Jersey 08540, for a two (2) year term commencing no earlier than May 1, 2016 and no later than June 1, 2016, and concluding no earlier than April 30 and no later than May 30, 2018, with the option for three (3) one (1) year renewal terms.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute an Agreement for same.
3. The Municipal Clerk is hereby authorized and directed to return the certified checks or bonds of the successful provider upon the receipt of a fully executed contract and all other required documents to IXP Corporation, Princeton Forrestal Village, 103 Main Street, Princeton, New Jersey 08540

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016

It was **MOVED** by Shapiro, **SECONDED** by Yeager to approve Resolution R2016-053 for a two year term commencing on May 1, but no later than June 1, 2016 and concluding on April 30, 2018 but no later than May 30, 2018 with an option for three one year renewal terms.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-053 was approved for a two year term commencing on May 1, but no later than June 1, 2016 and concluding on April 30, 2018 but no later than May 30, 2018 with an option for three one year renewal terms.

**INTERVIEWS FOR BOARDS AND COMMISSIONS:**

Interviewed was Douglas M. Greene who is interested in the Local Assistance Board or the Commission on Aging.

**MINUTES:**

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

**ORDINANCE – PUBLIC HEARING:**

**Ordinance 2016-04** Ordinance Authorizing Sale of Property Owned by the Township of East Windsor, in the County of Mercer, New Jersey Located at 614 Route 33 and Designated as Block 53.03, Lot 100 on the East Windsor Township Tax Map

The Municipal Clerk read the ordinance by title.

Mayor Mironov stated that this ordinance was introduced on February 23, 2016 and declared the public hearing open on Ordinance 2016-04. There being no public comment, Mayor Mironov closed the public hearing.

**ORDINANCE 2016-04**

**EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**ORDINANCE AUTHORIZING SALE OF PROPERTY OWNED BY THE TOWNSHIP OF  
EAST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY LOCATED AT 614  
ROUTE 33 AND DESIGNATED AS  
BLOCK 53.03, LOT 100 ON THE EAST WINDSOR TOWNSHIP TAX MAP**

**WHEREAS**, the Local Lands and Buildings Law, N.J.S.A. 40A:12-13, authorizes a municipality to sell any real property not needed for public use; and

**WHEREAS**, the Township of East Windsor is the owner of property located at 614 Route 33 and designated on the East Windsor Township Tax Map as Block 53.03, Lot 100 (the "Property"); and

**WHEREAS**, the Property is approximately 50' wide and 100' deep and consists of vacant land; and

**WHEREAS**, the Property is not needed for public use and is less than the minimum size required in the Corridor Revitalization (CR) zone; and

**WHEREAS**, in accordance with N.J.S.A. 40A:12-13(b)(5), the Property was offered for sale to the highest bidder from among the owners of all lots contiguous to the Property; and

**WHEREAS**, one bid in the amount of \$16,000 was received from Windsor Property Associates, LLC, the owner of Block 53.03, Lot 101, which met the minimum required bid set forth in the invitation to bid; and

**WHEREAS**, the successful bidder is required to pay the Township's fees and costs associated with this transaction, up to \$1,000; and

**WHEREAS**, it is in the best interests of the Township that the Property be sold so that it may be put back on the Township tax rolls;

**NOW THEREFORE, BE IT ORDAINED**, BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF EAST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY AS FOLLOWS:

Section 1. Authorization to Sell Land. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract, in the form attached hereto, for the sale of the Property to Windsor Property Associates, LLC at the price of \$16,000.00 and to execute and deliver a Deed to the Property and all other required documents to carry out the sale of the Property in accordance with the terms of the attached contract.

Section 2. Authority of Agents. All agents of the Township of East Windsor are hereby authorized and directed to perform all acts necessary to carry out the terms of the attached contract on behalf of the Township of East Windsor.

Section 3. Effective Date.

This Ordinance shall take effect 20 days after final passage and publication according to law.

It was MOVED by Lippman and SECONDED by Rosenberg that Ordinance No. 2016-04 be adopted and authorized for publication as required by law.

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

There being seven (7) ayes and no (0) nays, Ordinance No. 2016-04 was adopted and authorized for publication as required by law

**ORDINANCE – INTRODUCTION: NONE**

**RESOLUTIONS:**

**Resolution R2016-046** Approval of Agreement with Twin Rivers Homeowners Association for Reimbursement for Private Community Services for 2015

Mayor Mironov stated this was reviewed in early January and has been approved and executed by the Twin Rivers Board.

**RESOLUTION R2016-046  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**



**WHEREAS**, the Township Council of the Township of East Windsor and the Twin Rivers Homeowners Association wish to enter into an Agreement for private community services for the year 2015 in the amount of \$26,198.75 pursuant to N.J.S.A. 40:67-23.2 et seq.; and

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are available in the Current Fund Account No. 6-01-26-325-802-253 entitled Condo Services, in the amount of \$26,198.75, as evidenced by the Chief Financial Officer's Certification No. B2016-011.

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

1. The attached Agreement for the year 2015 in the amount of \$26,198.75 is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016.

It was **MOVED** by Zoller, **SECONDED** by Rosenberg to approve Resolution R2016-046.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-046 was approved.

**Resolution R2016-047** Approval of Agreement with Windsor Meadows Homeowners Association for Reimbursement for Private Community Services for 2015

Mayor Mironov stated this had been reviewed and now, executed and returned.

**RESOLUTION R2016-047  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the Township Council of the Township of East Windsor and the Windsor Meadows Homeowners Association wish to enter into an Agreement for private community services for the year 2015 in the amount of \$3,175.12, pursuant to N.J.S.A. 40:67-23.2 et seq.; and

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are available in the Current Fund Account No. 6-01-26-325-802-253 entitled Condo Services, in the amount of \$3,175.12, as evidenced by the Chief Financial Officer's Certification No. B2016-012.

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

1. The attached Agreement for the year 2015 in the amount of \$3,175.12 is hereby approved.

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2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016.

It was MOVED by Lippman, SECONDED by Rosenberg to approve Resolution R2016-047.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-047 was approved.

**Resolution R2016-048**      Approval of Agreement with Windsor Regency Condominium Association for Reimbursement for Private Community Services for 2015

Mayor Mironov stated this had been reviewed and now, executed and returned.

**RESOLUTION R2016-048  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the Township Council of the Township of East Windsor and the Windsor Regency Condominium Association wish to enter into an Agreement for private community services for the year 2015 in the amount of \$3,724.77, pursuant to N.J.S.A. 40:67-23.2 et seq.; and

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are available in the Current Fund Account No. 6-01-26-325-802-253 entitled Condo Services, in the amount of \$3,724.77, pending the adoption of the 2015 Municipal Budget, as evidenced by the Chief Financial Officer's Certification No. B2016-013.

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

1. The attached Agreement for the year 2015 in the amount of \$3,724.77 is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016

It was MOVED by Rosenberg, SECONDED by Yeager to approve Resolution R2016-048.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-048 was approved.

**Resolution R2016-049** Authorizing Refund of Tax Overpayments

**RESOLUTION R2016-049  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the East Windsor Tax Collector has certified that there have been overpayments for various reasons on certain properties; and

**WHEREAS**, the taxpayers are entitled to refunds.

**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 Chief Financial Officer is hereby authorized and directed to make payments to the taxpayers for overpayments according to the attached Tax Collector's 2016 Refund of Taxes List Number 2 dated February 23, 2016 and 2016 Refund of Taxes List Number 3 dated February 24, 2016.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016.

It was **MOVED** by Zoller, **SECONDED** by Daniels to approve Resolution R2016-049.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-049 was approved.

**Resolution R2016-050** Authorizing Approval of Contract with Vital Communications, Inc. for Computer Services for the Tax Assessor's Office

Mayor Mironov stated this is an annual expense that was included in the budget.

**RESOLUTION R2016-050  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there exists a need for data processing services for the East Windsor Township Tax Assessor's Office; and

**WHEREAS**, Vital Computer Resources, Inc. is the sole provider of the software and the Township Council has reviewed the Township Manager's recommendation on said software; 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

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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 \$8,519.04 and funds are available in the Current Fund Account No. 5-01-20-140-140-245 entitled Data Processing, as evidenced by the Chief Financial Officer's Certification No. B2016-014

**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 Contract with Vital Computer Resources, Inc., 900 South Broad Street, Trenton, New Jersey 08611, for data processing services for the East Windsor Township Tax Assessor Office, in an amount not to exceed \$8,519.04.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016.

It was MOVED by Rosenberg, SECONDED by Zoller to approve Resolution R2016-050.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-050 was approved.

**INTERVIEWS FOR BOARDS AND COMMISSIONS:**

Also interviewed was Dan Fahrer (arrived at 9:30pm), is interested in the Recreation Commission or the Economic Development Commission.

**Resolution R2016-051**      Approval of Purchase of Leaf Collection Equipment from Old Dominion Brush for Public Works Department

Mayor Mironov stated an updated resolution is in council folders for review. Mayor Mironov stated this is an item that was included in the capital budget.

**RESOLUTION R2016-051  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase various leaf equipment for the East Windsor Township Public Works Department; and

**WHEREAS**, the required equipment must integrate and be compatible with the existing Township leaf collection equipment, therefore there is only a single source for the purchase; and

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

**WHEREAS**, the leaf equipment can be purchased from Old Dominion Brush Company as the awarded vendor under New Jersey State Contract #A85861 and

**WHEREAS**, the Township Council has reviewed the Director of Public Works' recommendation on this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$17,606.00, and funds will be available in the Capital Fund Account No. C-04-55-970-915-631 entitled Ordinance 2014-08, Leaf Equipment, as evidenced by the Chief Financial Officers certification No. C2016-004.

**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:

2. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Old Dominion Brush Company, 5118 Glen Arden Drive, Richmond Virginia 23231, for the purchase of various leaf equipment for the East Windsor Township Public Works Department at a total amount not to exceed \$17,606.00, all in accordance with the attached quote.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016

It was MOVED by Lippman, SECONDED by Shapiro to approve Resolution R2016-051.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-051 was approved.

**Resolution R2016-052** Closed Session (Litigation: East Windsor Township Declaratory Judgment Action; Rescue Squad II) (Personnel: Evaluation- Municipal Clerk)

**RESOLUTION R2016-052  
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:

((Litigation: East Windsor Township Declaratory Judgment Action; Rescue Squad II)  
(Personnel: Evaluation- Municipal Clerk)

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.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on March 8, 2016.

It was MOVED by Yeager, SECONDED by Rosenberg to approve Resolution R2016-052.

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

There being seven (7) ayes and no (0) nays, Resolution R2016-052 was approved.

#### **APPLICATIONS:**

**Raffle License RL: 2016-001** Veterans of Foreign Wars Post 5700 – from Saturday April 11, 2016 through April 10, 2017 at 140 Dutch Neck Road, East Windsor, NJ  
Instant Raffles

It was MOVED by Lippman, SECONDED by Zoller to approve Raffle License RL-2016-001, issued to Veterans of Foreign Wars Post 5700 – from Saturday April 11, 2016 through April 10, 2017 at 140 Dutch Neck Road, East Windsor, NJ for Instant Raffles

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

There being six (6) ayes and no (0) nays and one (1) abstention, License RL-2016-001, issued to Veterans of Foreign Wars Post 5700 – from Saturday April 11, 2016 through April 10, 2017 at 140 Dutch Neck Road, East Windsor, NJ for Instant Raffles was approved.

**Raffle License RL: 2016-002** Robbinsville Little League to be drawn at American Legion Post 148, 895 Route 130, East Windsor, New Jersey 50/50 On-Premise Raffle

It was MOVED by Rosenberg, SECONDED by Zoller to approve Raffle License RL-2016-002, issued to Robbinsville Little League to be drawn at American Legion Post 148, 895 Route 130, East Windsor, New Jersey for 50/50 On-Premise Raffle

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

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There being seven (7) ayes and no (0) nays and no (0) abstention, License RL-2016-002, issued to Robbinsville Little League to be drawn at American Legion Post 148, 895 Route 130, East Windsor, New Jersey for 50/50 On-Premise Raffle was approved.

**REPORTS BY COUNCIL AND STAFF:**

Council Member Denise Daniels reported that the Commission on Aging announced that their new sessions are beginning on March 14th. Council Member Daniels reported that the seniors would like someone to speak regarding homebound residents.

Mayor Mironov reported that the Clean Communities met on February 25 and reviewed the Adopt-A-Spot wrap up event, the 2016 Adopt A Spot, the Green Fair at Rider University, Recycling Poster Contest and the upcoming Recycling Day dates in East Windsor. Mayor also reported that the Economic Development Commission met on March 3, 2016 continued discussions on a township brochure, promotional material, the township website and promotional signage in town.

**CORRESPONDENCE:**

Mayor Mironov reported that the 2015 Annual Statement Report from the Tax Collector has been received.

**APPOINTMENTS:** None.

**APPROVAL OF BILLS:**

Mayor Mironov specified the bill lists presented for approval dated March 2, 2015 and March 3, 2016. Mayor Mironov pulled two bills from the grant bill list have been pulled, leaving the first bill only on the bill list.

Council Member Zoller questioned 2016 cell phones on page 2 of the recreation bill list. Township Manager James Brady stated the phones are for travel camp when they attend trips. He also questioned the current 2015 on page 2 and 3 there is a duplicate submission. Mayor Mironov held for clarification. Council Member Zoller also questioned current 2016 bill list, page 10 and 11, he is concerned submission maybe missing for PSEG.

It was **MOVED** by Zoller, **SECONDED** by Daniels to approve bill lists subject to items questioned and held.

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

There being seven (7) ayes and no (0) nays, the bill lists were approved subject to items questioned and held.

**MATTERS BY COUNCIL:** NONE

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

1. 2016 Municipal Budget Review

Mayor Mironov stated the Township Manager provided Council with the follow-up information from a previous work session. Mayor Mironov stated she would like to get a run of the public defender for 2015 to understand the totals. Mayor Mironov also requested clarification for the Garbage District budget, the numbers did not add up correctly. Mayor stated if there are no further questions the budget will be slated for introduction at the March 22 Council meeting.

2. Communication Center Dispatch Services ★

★ Was discussed earlier in the meeting

3. Zoning Regulations in New Jersey Turnpike Area

Mayor Mironov stated she has informally raised issues to a few Council Members during the New Jersey Turnpike Interchange 8 Planning Study, from which the Township received the DVRPC grant. One subject that came up was the reviewing of the Turnpike Commercial area and the PUD zones in that particular area and possibly updating those zones. The Turnpike Commercial area is the properties located along Route 33, to the West of the New Jersey Turnpike. The PUD zones go back to the original development of Twin Rivers and have not been revisited since that time. Mayor Mironov stated some of the zones limit the uses within the zones in addition to lacking consistency on what they do permit for development. Maps were provided to Mayor and Council for review of these zones. Mayor Mironov stated that the uses in these zones are outdated, have limited uses and updating them would provide additional uses permitted within the zones. Mayor Mironov wanted to raise the question tonight to begin a dialogue without action being taken. The material provided to Mayor and Council raises the issue and to show Council what the different zones are, what the permitted uses are and possibly removing or adding additional uses to those zones. Mayor Mironov stated that Twin Rivers would be notified for comment. Council Member Zoller stated there are eight different PUD zones, so he would be looking to combine and modernize into a more reasonable number of zones. Council Member Peter Yeager stated that the next step is to review the information and provide the action. Council Member Perry Shapiro agreed that the zones provide some unusual restriction uses and an update would be good. Council Member Marc Lippman stated times change resident's wants and needs and he is all in favor of the upgrade. Council Member Alan Rosenberg stated he was in agreeance especially with the turnpike exit change and pursuing this is the right thing to do. Marc Platizsky stated Twin Rivers has a strong interest with working with the board and color coded copies need to be sent to the Twin Rivers Administrator for review. Mayor Mironov stated Council needs to look at the material and there will be further discussions.

4. Operation Medicine Cabinet

Police Chief Harry Marshall received a letter from the Mercer County Prosecutor's Office that April 30, 2016 is national take back the world day. Council Members unanimously agreed that the Township will participate on the date consistent with the Mercer County Prosecutor's Office and hold an Operation Medicine Cabinet on the April 30. The reminder will be given out during the April 16, 2016 Recycling Day.

5. Stony Brook Millstone Watershed Association 2016 Stream Clean-Up (April 16 or 23)



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Mayor Mironov asked Council if April 23 from 9-11am would be the best day to hold the event. Council unanimously agreed that April 23 from 9-11am would be the best time and date to hold 2016 Stream Clean-up.

**MATTERS BY PUBLIC:** None

**ADJOURNMENT:**

There being no further business, Mayor Mironov adjourned the meeting at 9:47 p.m.

Closed Session (Litigation: East Windsor Township Declaratory Judgment Action; Rescue Squad II)  
(Personnel: Evaluation- Municipal Clerk)

Next Meeting: Tuesday, March 22 @ 7:30 p.m.

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Gretchen McCarthy  
Municipal Clerk

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Janice S. Mironov  
Mayor