

EAST WINDSOR TOWNSHIP COUNCIL

Tuesday, January 15, 2019

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, January 15, 2019.

VERIFICATION:

Municipal Clerk Kelly Lettera certified that the meeting was noticed on January 11, 2019 in the annual meeting notice and on January 11, 2019, 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 Council Member John Zoller.

ROLL CALL:

Present were Council Members Denise Daniels, Marc Lippman, Alan Rosenberg, Perry Shapiro, John Zoller and Mayor Janice Mironov. Absent was Council Member Peter Yeager. Also present were Township Attorney David Orron, Township Manager Richard Brand and Municipal Clerk Kelly Lettera.

PRESENTATIONS & PROCLAMATIONS:

*EAGLE SCOUT PROJECT PRESENTATION BY AIDEN SHARPE, BOY SCOUT TROOP 59

Aiden Sharpe's project proposes to design and build a Gaga pit and restore the four horseshoe pits at Etra Lake Park. Mayor and Council requested that he provide an exact location for the Gaga pit and if a gate or recess should be included for accessibility to the pit.

It was **MOVED** by Rosenberg, **SECONDED** by Shapiro to endorse Aiden Sharpe's Eagle Scout project to design and build a Gaga pit and restore the four horseshoe pits at Etra Lake Park.

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

There being six (6) ayes and no (0) nays, Aiden Sharpe's Eagle Scout presentation was approved.

*EAGLE SCOUT PROJECT PRESENTATION BY GERALD LAUGHLIN, BOY SCOUT TROOP 5700

Gerald Laughlin's project proposes to prepare and conduct presentations at the local firehouses and the East Windsor Township Senior Center for smoke detector education and awareness.

It was MOVED by Daniels, SECONDED by Shapiro to endorse Gerald Laughlin's Eagle Scout project to prepare and conduct presentations at the local firehouses and the East Windsor Township Senior Center for smoke detector education and awareness.

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

There being six (6) ayes and no (0) nays, Gerald Laughlin's Eagle Scout presentation was approved.

INTERVIEWS FOR BOARDS AND COMMISSIONS:

Chris Cornick was interviewed and interested in volunteering for the Economic Development Committee.

Scott Looman was interviewed and interested in volunteering for the Health Advisory Board.

PUBLIC FORUM: No one spoke.

MINUTES:

April 10, 2018
May 8, 2018
September 25, 2018
October 9, 2018
October 23, 2018
November 7, 2018
November 20, 2018
December 4, 2018
January 7, 2019

All minutes are rescheduled to the next regularly scheduled meeting.

ORDINANCE – PUBLIC HEARING:

ORDINANCE – INTRODUCTION:

RESOLUTIONS:

Resolution R2019-009 Approval of Professional Services Agreement with David E. Orron of Huff, Moran and Orron for Township Attorney

RESOLUTION R2019-009
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there exists a need for the services of an attorney-at-law, for the term of January 1, 2019 through December 31, 2019, in the Township of East Windsor, in the County of Mercer, State of New Jersey; and

WHEREAS, the Township solicited proposals on September 18, 2018 and received one (1) proposal for Township Attorney by the receipt date of October 22, 2018; and

WHEREAS, the proposal received from David E. Orron, of the Law Firm of Huff, Moran and Orron was responsive; and

WHEREAS, a contract for this professional service may be awarded without public advertising for bids as the contract is for "Professional Services" pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract is awarded in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.; and

WHEREAS, funds will be available in the Legal Services Account No. 9-01-20-155-105-249 entitled "Licensed Professional," pending the adoption of the 2019 Municipal Budget, as evidenced by the Chief Financial Officer's Certification No. B2019-001.

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 David E. Orron, of the Law Firm of Huff, Moran and Orron, 1246 South River Road, Cranbury, New Jersey 08512.
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.

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 January 15, 2019.

Mayor Mironov requested that the attachment be revised to reflect its normal order.

It was **MOVED** by Zoller, **SECONDED** by Lippman to approve Resolution R2019-009 with the correction.

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

There being six (6) ayes and no (0) nays, Resolution R2019-009 was approved with the correction.

Resolution R2019-010 Approval of Professional Services Agreement for Planning Services with Burgis Associates

**RESOLUTION R2019-010
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there exists a need for the services of a Planning Consultant, for the term of January 1, 2019 through December 31, 2019, in the Township of East Windsor, in the County of Mercer, State of New Jersey; and

WHEREAS, the Township solicited proposals on November 27, 2018 and received multiple proposals for Planning Consultant by the receipt date of December 27, 2018; and

WHEREAS, the most responsive proposal was received from Burgis Associates, Inc.; and

WHEREAS, a contract for this professional service may be awarded without public advertising for bids as the contract is for “Professional Services” pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract is awarded in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.; and

WHEREAS, funds are available in various Escrow Accounts and various Trust Accounts.

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 Burgis

Associates, Inc. 25 Westwood Avenue, Westwood, NJ 07675, for a term of January 1, 2019 to December 31, 2019.

2. This Contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1) (a) of the Local Public Contracts Law because the contract is for a service performed by person(s) authorized by law to practice a recognized profession that is regulated by law but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.

4. 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.

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 January 15, 2019.

Mayor stated in Council folders are a few corrected pages that need to be reflected in the Resolution. A recommendation memo was distributed to Council from Mayor Mironov, Council Member Shapiro and Planning Board member Edward Kelley on this.

It was MOVED by Shapiro, SECONDED by Rosenberg to approve Resolution R2019-010.

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

There being six (6) ayes and no (0) nays, Resolution R2019-010 was approved.

Resolution R2019-011 Approval of Professional Services Agreement for Bond Counsel Services with McManimon, Scotland & Baumann, LLC

**RESOLUTION R2019-011
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there exists a need for specialized legal services in connection with the authorization and issuance of bonds and notes of the Township of East Windsor, in the County of Mercer, State of New Jersey, including the review of such procedures as the rendering of legal opinions acceptable to the financial community, for the term of January 1, 2019 through December 31, 2019; and

WHEREAS, on September 17, 2018 the Township solicited proposals and received one (1) proposal for Township Bond Counsel Services by the receipt date of October 22, 2018; and

WHEREAS, the proposal received from McManimon, Scotland and Baumann was most responsive; and

WHEREAS, a contract for this professional service may be awarded without public advertising for bids as the contract is for “Professional Services” pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract is awarded in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.; and

WHEREAS, the Township Council has reviewed the Township Executive Assistant to Manager’s recommendation, based upon review by and consultation with the Township Manager and the Director of Finance.

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 for Bond Counsel Services with McManimon, Scotland and Baumann, 75 Livingston Avenue, Roseland, New Jersey, 07068, for a term of January 1, 2019 to December 31, 2019.
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.

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 January 15, 2019.

Mayor Mironov stated that a recommendation from the Manager’s Office had been provided on this.

It was MOVED by Zoller, SECONDED by Shapiro to approve Resolution R2019-011.

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

There being six (6) ayes and no (0) nays, Resolution R2019-011 was approved

Resolution R2019-012 Approval of Interlocal Services Agreement for Animal Control Services with Plainsboro

**RESOLUTION R2019-012
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there exists a need for the services of Animal Control Services in the Township of Plainsboro, in the County of Middlesex, State of New Jersey; and

WHEREAS, the Township of East Windsor can provide these services through a Shared Services Agreement; and

WHEREAS, the Uniform Shared Services and Consolidation Act N.J.S.A. 40A:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

WHEREAS, the Township Council has reviewed the Township Manager and Chief of Police recommendations on said agreement.

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

1. The attached Shared Services Agreement between East Windsor Township and Plainsboro Township for Animal Control Services for the term January 1, 2019 through December 31, 2020 is hereby approved in accordance with the provisions of N.J.S.A. 40:65-1.
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 January 15, 2019.

Mayor Mironov stated Council had previously reviewed the Interlocal agreements and Plainsboro has returned the signed agreement. Mayor Mironov further stated signed agreements from Robbinsville and West Windsor have also been received and will be on the next agenda.

It was **MOVED** by Lippman, **SECONDED** by Daniels to approve Resolution R2019-012.

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

There being six (6) ayes and no (0) nays, Resolution R2019-012 was approved.

Resolution R2019-013 Approval of Agreement for the Replacement of the Water Treatment System at Etra Lake Park with Aqua-Soft, Inc.

**RESOLUTION R2019-013
EAST WINDSOR TOWNSHIP**

MERCER COUNTY

WHEREAS, there is a need to purchase a replacement Water Treatment System at Etra Lake Park; and

WHEREAS, three (3) quotes were obtained to provide the replacement Water Treatment System at Etra Lake Park; and

WHEREAS, the lowest and most responsive cost proposal was submitted by Aqua-Soft, Inc.; 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 Assistant General Foreman's recommendations on this purchase; and

WHEREAS, the maximum amount of the purchase is \$10,198.85 and funds are available in Capital Account No. C-04-55-970-916-870 entitled Ordinance 2015-02 "Parks and Playground Equipment," as evidenced by the Chief Financial Officer's Certification No. C2019-001.

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: Aqua-Soft, Inc., 504 Highway 33 West, Perrineville, NJ 08535, for the installation of one (1) Water Treatment System and Equipment with a five (5) year warranty on parts, one (1) year labor, and the removal of the existing system and equipment in an amount not to exceed \$10,198.85 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 January 15, 2019.

Mayor Mironov stated Larry Iverson, General Foreman of Public Works, has provided Mayor and Council with a recommendation memo for a new company due to cost savings and a full system replacement for less money than what was previously recommended by the former Director of Public Works. Mayor Mironov questioned what prevention measure will be put in place that this will not happen again. Richard Brand, Township Manager, stated the new system will be winterized to ensure this will not happen with the new system. Mayor Mironov conditioned the Resolution upon receipt of what measures Public Works will take to ensure the new system will be winterized properly to avoid the same occurrence.

It was **MOVED** by Rosenberg, **SECONDED** by Zoller to approve Resolution R2019-013 on the condition of receipt of information on the winterization process for the new system.

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

There being six (6) ayes and no (0) nays, Resolution R2019-013 was approved on the condition of receipt of information on the winterization process for the new system.

Resolution R2019-014 Authorizing Purchase of Software Maintenance Updates with
Edmunds Associates, Inc. for Finance Department

RESOLUTION R2019-014
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there is a need to purchase a software maintenance system which includes enhancements and upgrades of the Edmunds payroll, finance and tax collection programs for the Finance Department; and

WHEREAS, Edmunds & Associates Inc. is the sole provider and has 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 Finance Director's recommendation on this purchase; and

WHEREAS, the maximum amount of the purchase is \$13,689.00 and funds are available in the 2019 Municipal Operating Temporary Budget Account No. 9-01-20-140-140-245 entitled "Edmunds and Associates Data Processing", pending the adoption of the 2019 Municipal Budget, as evidenced by the Chief Financial Officer's Certification No. B2019-002.

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 2019 Software Maintenance System for the East Windsor Township Finance Department, in an amount not to exceed \$13,689.00, 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 January 15, 2019.

Mayor Mironov stated that a recommendation from the Finance Director had been provided on this.

It was MOVED by Lippman, SECONDED by Rosenberg to approve Resolution R2019-014.

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

There being six (6) ayes and no (0) nays, Resolution R2019-014 was approved

Resolution R2019-015 Authorizing Transfers Among the 2018 Budget Appropriations

**RESOLUTION R2019-015
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, N.J.S.A. 40A:4-59 provides for appropriation transfers during the first (3) months of any 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, in the County of Mercer, State of New Jersey, no less than two-thirds of the full majority concurring, that the Chief Financial Officer is hereby authorized to make transfers among the 2018 municipal budget appropriation reserves in accordance with the following:

CURRENT FUND	FROM	TO
Roads S & W Overtime	\$28,000.00	
Utilities-Electric		\$28,000.00
Total Current Fund	\$28,000.00	\$28,000.00

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 January 15, 2019.

Mayor Mironov stated that a recommendation from the Finance Director had been provided on this. Mayor Mironov questioned the spike in the costs and how this happened with the new

system in the Municipal Building and the solar system at the Police Department. Township Manager Richard Brand is looking into the rise in electric costs and will report back to Council once they have an answer. Mayor Mironov questioned that the amount stating that the amount on the bill is less than the amount the Finance Director is requesting.

It was MOVED by Zoller, SECONDED by Daniels to approve Resolution R2019-015.

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

There being six (6) ayes and no (0) nays, Resolution R2019-015 was approved.

Resolution R2019-016 Action on Request for Release of Performance Guarantee by Cricket Communications

**RESOLUTION R2019-016
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, pursuant to N.J.S.A. 40:55D-53 of the Municipal Land Use Law, Accounting Department of Asset Management Consultants, has requested by letter dated September 11, 2018, a release of the cash guarantee being held by the Township for Cricket Communications; and

WHEREAS, on September 14, 2008, East Windsor Township Planning Board granted final approval for the installation of six (6) telecommunications antennas on the existing 150+/- foot high monopole located at the Police Department for the installation and replacement of additional landscaping and the repair of the existing fence should any damage occur during construction; and

WHEREAS, the Township Engineer has inspected the site work for Cricket Communications and filed a written report with the Township Council dated December 12, 2018, which is attached hereto and made a part of this Resolution; and

WHEREAS, the Township Council has reviewed the report and recommendations of the Township Engineer;

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 denies the request to release Cash Guarantee in the amount of \$4,400.00.
2. The Municipal Clerk is authorized and directed to forward a certified copy of this Resolution and a copy of the Township Engineer's report to the Accounting Department of Asset Management Consultants.

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 January 15, 2019.

Mayor Mironov stated we received a recommendation from the Township Engineer, dated December 12, 2018, which is incorporated in and made part of the Resolution for a denial to release the cash guarantee, due to outstanding items that need to be completed.

It was MOVED by Lippman, SECONDED by Rosenberg to approve Resolution R2019-016.

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

There being six (6) ayes and no (0) nays, Resolution R2019-016 was approved

Resolution R2019-017 Authorizing Purchase of Thermal Imaging Camera and Assorted Loose Hand Tools with Continental Fire & Safety for East Windsor Volunteer Fire Company No. 1

RESOLUTION R2019-017
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there is a need to purchase one (1) replacement Thermal Imaging Camera and Assorted Loose Hand Tools for the East Windsor Volunteer Fire Company No. 1, Inc.; and

WHEREAS, three (3) written quotes were obtained to provide this equipment; and

WHEREAS, the lowest cost proposal was submitted by Continental Fire & Safety; 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 this purchase; and

WHEREAS, the maximum amount of the purchase is \$8,493.22 and funds are available in Capital Account No. C-04-55-980-919-925 entitled Ordinance 2016-08 "FC #1 Ladder Truck Acquisition", as evidenced by the Chief Financial Officer's Certification No. C2019-002.

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: Continental Fire & Safety, 2740 Kuser Road, Hamilton, NJ 08691 for one (1) Thermal Imaging Camera with vehicle charger and lanyard, assorted loose hand tools which includes one (1) 2.5 gallon water can, one (1) 10lb ABC fire extinguisher, two (2) 12' pike poles, two (2) flat head axes with bar and marrying strap, two (2) pick head axes, one (1) 30" bar, one (1) 36" bar, in an amount not to exceed \$8,493.22, 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 January 15, 2019.

Mayor Mironov stated that a recommendation from the Manager's Office had been provided on this purchase. Mayor Mironov requested that the first paragraph read as "need to purchase".

It was **MOVED** by Daniels, **SECONDED** by Shapiro to approve Resolution R2019-017 with the revision.

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

There being six (6) ayes and no (0) nays, Resolution R2019-017 was approved with the revision.

APPLICATIONS: None

REPORTS BY COUNCIL AND STAFF:

Council Member Shapiro stated the Planning Board met on January 14 for their reorganization meeting appointing the 2019 professionals and staff. Mayor Mironov stated on January 5, 2019, Mayor and Council attended the East Windsor Volunteer Fire Company #1 installation dinner. She further stated the Economic Development Committee (EDC) met on January 3 and elected George White as Chairperson and discussed the current projects that are being worked on. The EDC also asked if Mayor and Council would like to look into changing the Township logo to reflect a more modern up to date design. All Council Members stated their interest in changing the logo and expressed their willingness to participate in helping out with the transition. Mayor Mironov circulated a promotional piece from the EDC for the Council to review.

CORRESPONDENCE:

Correspondence was done during Matters by Council.

APPOINTMENTS: None

APPROVAL OF BILLS:

Mayor Mironov stated a 2018 Current Bill list, 2017 Current Bill list, a Capital Bill List and other miscellaneous bill lists and trust accounts were provided.

Mayor Mironov questioned and held three bills on the various bill lists.

It was MOVED by Lippman, SECONDED by Shapiro to approve the Bill Lists with the holds and clarification indicated.

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

There being six (6) ayes and no (0) nays, the various presented Bill Lists were approved with the holds and clarification indicated.

MATTERS BY COUNCIL:

Mayor Mironov stated a memo was received from the Finance Director providing a report on the award of the sale of Bond Anticipation Notes. She also noted a tax collector's report for a period ending December 31, 2018 was distributed to Mayor and Council. Mayor Mironov stated a report for disbursement, dated November 30, 2018, and a tax sale report for 2018 was provided to Mayor and Council from the Tax Collector. She also stated a letter was received from Mercer County Planning Department, dated September 6, 2018, regarding the October 2019 expiration of the Township Wastewater Management Plan. Mayor Mironov stated that staff needs to follow-up on the plan to see what action needs to take place. She further noted a letter, dated December 10, 2018 that was received addressing the same Wastewater Management Plan expiration topic. Mayor Mironov stated a letter, dated November 6, 2018, was received from Comcast regarding the franchise process and she is looking for staff to provide information on the process and what is required. She stated the food drive is continuing through the month of January. Mayor Mironov noted that the Township received the Architectural Services RFP's for the senior center expansion and a committee will be appointed. She further stated that any Council Members that are interested in participating need to let her know.

DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:

1. *Eagle Scout Project Presentation By Aiden Sharpe, Boy Scout Troop 59
2. *Eagle Scout Project Presentation By Gerald Laughlin, Boy Scout Troop 5700
3. 2018 Kelly Bill Reimbursements

Mayor Mironov stated draft letters with the agreements were provided by Public Works and the overall numbers were provided by the Finance Director. Mayor Mironov noted on Westfield that the order needs to be in the corrected. She requested that the letters be sent out to the private communities and associations for signature and upon return will be on an upcoming agenda. Mayor Mironov noted that the Kelly Bills have always been on the first regular meeting of the year in order to get their reimbursement early.

4. 2018/2019 Capital Program

Mayor Mironov stated a memo was provided by the Township Manager as a first phase capital program, but later in the year, Mayor and Council will be considering additional purchases. Mayor questioned the Police Department recommendation stating she did not see the Wiltshire Tower or the computer back-up listed and information needs to be provided. Township Manager Richard Brand stated the tower was destroyed a year ago due to a storm and needs to be replaced. Mayor Mironov also stated the Oak Creek Road and Old Cranbury Road grants need to be included in the ordinance. Mayor Mironov requested information and turn-out gear life for both of the Fire Companies to ensure the gear is getting replaced properly. Mayor Mironov stated an ordinance needs to be drafted and will be on an upcoming agenda.

5. 2019 Watershed Stream Clean-up

Mayor Mironov and Council agreed that Saturday April 13 from 9:00 a.m. to 1:00 p.m. would be a good time for the 2019 Watershed Stream Clean-up event.

6. JCP&L Dead Tree Program – Township Plan

Mayor Mironov stated current information was included in Council folders tonight with an update on the program. Township Manager Richard Brand stated 103 trees have been removed by JCP&L and they will be removing the additional 50+ in the upcoming weeks.

7. Windsor Center Roadway Paving Project

Mayor Mironov stated Council is still awaiting information from the Director of Public Works.

MATTERS BY PUBLIC:

ADJOURNMENT:

There being no further business Mayor Mironov declared the meeting adjourned at 9:34 p.m.

Next Meeting: Tuesday, January 29, 2019 @ 7:30 p.m.

Kelly Lettera
Municipal Clerk

Janice S. Mironov
Mayor

