

**MEETING TO BE BROADCAST ON COMCAST CHANNEL 27
AND VERIZON CHANNELS 41 AND 42**

**AGENDA FOR THE REGULAR BUSINESS MEETING
OF THE COUNCIL OF WEST WINDSOR TOWNSHIP
271 CLARKSVILLE ROAD
TO THE EXTENT KNOWN**

November 26, 2018

7:00 P.M.

1. Call to Order
2. Statement of Adequate Notice – January 5, 2018 to The Times and the Princeton Packet.
3. Salute to the Flag
4. Ceremonial Matters and/or Topic for Priority Consideration

2018 Communities of Lights Presentation to Womenspace – December 3, 2018

5. Public Comment: (30 minutes comment period; 3-minute limit per person)
6. Administration Comments
7. Council Member Comments
8. Chair/Clerk Comments
9. Public Hearings
10. Consent Agenda
 - A. Resolutions
 - 2018-R265 Granting Release of Cash Performance Bond for Street Opening Permit No. 2018-21 – 2 Beardsly Court
 - 2018-R266 Granting Release of Cash Performance Bond for Street Open Permit No. 2006-31 – Roszel Road
 - B. Minutes

C. Bills & Claims

11. Items Removed from Consent Agenda
12. Recommendations from Administration and Council/Clerk
 - 2018-R267 Authorizing the Budget Transfer to Provide for the Transfer of Funds within the 2018 Municipal Budget
 - 2018-R268 Granting Request by Cyzner Properties for Release of Cash Maintenance Guarantee for Public Site Improvements for the Project Known as Windsor Plaza Revitalization-Mercer County Route 571 Improvements (PB10-07)
 - 2018-R269 Authorizing the Mayor and Clerk to Execute a Contract with Lee's Emergency Equipment, Inc. for the Project Known as Manufacture of a Brush Fire Truck for West Windsor Township - \$85,828.00
 - 2018-R270 Authorizing the Mayor and Clerk to Execute a Shared Services Agreement with Hightstown Borough for the Provision of Public Health Services and Receipt of Public Health Nursing Services
 - 2018-R271 Authorizing the Mayor and Clerk to Execute a Shared Services Agreement with Robbinsville Township for the Provision of Public Health Services
13. Introduction of Ordinances
14. Additional Public Comment (three-minute limit per person)
15. Council Reports/Discussion/New Business
16. Administration Updates
17. Closed Session
18. Adjournment

RESOLUTION

WHEREAS, the Township of West Windsor presently holds a Cash Performance Bond in the amount of \$500.00 from Basement Waterproofing Solutions, LLC for Street Opening Permit No. 2018-21 covering work to be performed at 2 Beardsly Court, in West Windsor Township; and

WHEREAS, the project has been completed and inspected, and the Township Engineer recommends full release of the performance guarantee.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of West Windsor that the Cash Performance Bond presently in effect on Street Opening Permit No. 2018-21 be released in accordance with the recommendation of the Township Engineer; and

BE IT FURTHER RESOLVED that the Township Treasurer is hereby authorized to release the following performance bond presently held in Trust:

<u>Performance Guarantee</u>	<u>Original Amount</u>	<u>Date Issued</u>
Check # 4711	\$500.00	8/22/18

Adopted: November 26, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 26th of November 2018.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor presently holds a Cash Performance Bond in the amount of \$1,850.00 from Sunesys, Inc. for Street Opening Permit No. 2006-31 covering work to be performed on Roszel Road, in West Windsor Township; and

WHEREAS, the project has been completed and inspected, and the Township Engineer recommends full release of the performance guarantee.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of West Windsor that the Cash Performance Bond presently in effect on Street Opening Permit No. 2006-31 be released in accordance with the recommendation of the Township Engineer; and

BE IT FURTHER RESOLVED that the Township Treasurer is hereby authorized to release the following performance bond presently held in Trust:

<u>Performance</u> <u>Guarantee</u>	<u>Original</u> <u>Amount</u>	<u>Date</u> <u>Issued</u>
Check # 22278	\$1,850.00	12/11/06

Adopted: November 26, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 26th of November 2018.

Gay M. Huber
Township Clerk
West Windsor Township

TRANSFER RESOLUTION 2018 APPROPRIATIONS

WHEREAS, N.J.S.A. 40 A:4-58 provides for appropriation transfers during the last two months of any fiscal year: and

WHEREAS, it has been determined that an appropriation requires additional funding to fulfill the purpose of said appropriation:

NOW, THEREFORE BE IT RESOLVED by the Township Council of West Windsor that the following transfers be made within the 2018 local municipal budget for the Township of West Windsor.

<u>TRANSFER FROM</u> <u>ACCOUNT NAME & NUMBER</u> <u>NUMBER</u>	<u>AMOUNT</u>	<u>TRANSFER TO</u> <u>ACCOUNT NAME &</u>
Group Insurance O.E. 105 51 299	\$ 2,000.00	Group Insurance S&W 105 51 101
Clerk S&W 105 01 101	\$ 14,000.00	Fire Hydrant Services O.E. 105 54 281
TOTAL	\$ 16,000.00	

Adopted: November 26, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 26th day of November 2018.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, Cyzner Properties has made a request for a release of the cash maintenance guarantee posted for public improvements in connection with construction associated with the project known as Windsor Plaza Revitalization-Mercer County Route 571 Improvements (PB10-07); and

WHEREAS, a maintenance guarantee in the amount of 15% of the estimated cost of the improvements was required to be posted with the Township for a period of two years from the date of release of the performance guarantees; and

WHEREAS, the West Windsor Township Engineer has recommended that the cash maintenance guarantee for public improvements in connection with construction associated with the project known as Windsor Plaza Revitalization-Mercer County Route 571 Improvements (PB10-07) be released, as follows:

Maintenance <u>Guarantee</u>	Original <u>Amount</u>	Date <u>Issued</u>	Current <u>Amount</u>	Recommended <u>Action</u>
Cash/Ck	\$ 6,087.00	9/03/2013	\$ 6,087.00	Full Release

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor, that the cash maintenance guarantee posted for public improvements in connection with the project known as Windsor Plaza Revitalization-Mercer County Route 571 Improvements (PB10-07), be released as follows:

Maintenance <u>Guarantee</u>	Original <u>Amount</u>	Date <u>Issued</u>	Current <u>Amount</u>	Recommended <u>Action</u>
Cash/Ck	\$ 6,087.00	9/03/2013	\$ 6,087.00	Full Release

ADOPTED: November 26, 2018

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Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

- WHEREAS, West Windsor Township has by public bid solicited proposals for manufacture of a brush fire truck for the Township of West Windsor; and
- WHEREAS, at the bid opening on October 18, 2018 two (2) bids were received \$108,522.00 from ERS Fleet Repair, and the lowest most responsive bid of \$83,735.00 was from Lee's Emergency Equipment, Inc.; and
- WHEREAS, the bid specifications requested pricing for three (3) optional items and Lee's Emergency Equipment, Inc. submitted a price of \$3,593.00; and
- WHEREAS, the Township accepts the exception deduction of \$1,500.00 and waives Service: Post Delivery bringing the total contract amount to \$85,828.00; and
- WHEREAS, after review of the bids by the Division of Fire and Emergency Services it has been determined Lee's Emergency Equipment, Inc., located at 326 East Main Street, Tuckerton, New Jersey 08087 is the lowest responsible bidder, and
- WHEREAS, the Chief Financial Officer has certified that funds for the manufacture of the brush fire truck are available in the following account:

405-2017-21-017 Emergency Services – Acquisition of Vehicles \$85,828.00

NOW, THEREFORE, BE IT RESOLVED by the West Windsor Township Council that the Contract for manufacturing a brush fire truck for the Township of West Windsor be awarded to Lee's Emergency Equipment, Inc. and that the Mayor and Clerk are authorized to execute a Contract for said goods.

Adopted: November 26, 2018

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Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

A RESOLUTION AUTHORIZING THE EXECUTION OF RENEWAL OF A SHARED SERVICES AGREEMENT BETWEEN WEST WINDSOR TOWNSHIP AND HIGHTSTOWN BOROUGH FOR THE PROVISION OF PUBLIC HEALTH SERVICES

WHEREAS, Hightstown Borough is in need of the provision of local public health services and is desirous of renewing a Shared Services Agreement; and

WHEREAS, West Windsor Township is desirous of renewing a Shared Services Agreement to provide public health services to Hightstown Borough Township; and

WHEREAS, a Shared Services Agreement has been drafted pursuant to N.J.S.A. 40A:65-1 et. seq. effectuating the intent of the parties and is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED the Mayor and Clerk are hereby authorized to execute the renewal of a Shared Services Agreement with Hightstown Borough for the provision of public health services.

Adopted: November 26, 2018

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Gay M. Huber
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A RESOLUTION AUTHORIZING THE EXECUTION OF RENEWAL OF A SHARED SERVICES AGREEMENT BETWEEN WEST WINDSOR TOWNSHIP AND ROBBINSVILLE TOWNSHIP FOR THE PROVISION OF PUBLIC HEALTH SERVICES

WHEREAS, Robbinsville Township is in need of the provision of local public health services and is desirous of renewing a Shared Services Agreement; and

WHEREAS, West Windsor Township is desirous of renewing a Shared Services Agreement to provide public health services to Robbinsville Township; and

WHEREAS, a Shared Services Agreement has been drafted pursuant to N.J.S.A. 40A:65-1 et. seq. effectuating the intent of the parties and is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED the Mayor and Clerk are hereby authorized to execute the renewal of a Shared Services Agreement with Robbinsville Township for the provision of public health services.

Adopted: November 26, 2018

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TOTAL	\$ 16,000.00	

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WHEREAS, a maintenance guarantee in the amount of 15% of the estimated cost of the improvements was required to be posted with the Township for a period of two years from the date of release of the performance guarantees; and

WHEREAS, the West Windsor Township Engineer has recommended that the cash maintenance guarantee for public improvements in connection with construction associated with the project known as Windsor Plaza Revitalization-Mercer County Route 571 Improvements (PB10-07) be released, as follows:

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- WHEREAS, the bid specifications requested pricing for three (3) optional items and Lee's Emergency Equipment, Inc. submitted a price of \$3,593.00; and
- WHEREAS, the Township accepts the exception deduction of \$1,500.00 and waives Service: Post Delivery bringing the total contract amount to \$85,828.00; and
- WHEREAS, after review of the bids by the Division of Fire and Emergency Services it has been determined Lee's Emergency Equipment, Inc., located at 326 East Main Street, Tuckerton, New Jersey 08087 is the lowest responsible bidder, and
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WHEREAS, Hightstown Borough is in need of the provision of local public health services and is desirous of renewing a Shared Services Agreement; and

WHEREAS, West Windsor Township is desirous of renewing a Shared Services Agreement to provide public health services to Hightstown Borough Township; and

WHEREAS, a Shared Services Agreement has been drafted pursuant to N.J.S.A. 40A:65-1 et. seq. effectuating the intent of the parties and is annexed hereto.

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