

MEETING TO BE  
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AGENDA FOR THE REGULAR BUSINESS MEETING  
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP  
WEST WINDSOR SENIOR CENTER  
271 CLARKSVILLE ROAD  
TO THE EXTENT KNOWN  
VIA Zoom Video Communications

January 11, 2021

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 8, 2021
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration
6. Public Comment: (30 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments
10. Public Hearings
11. Consent Agenda
  - A. Resolutions
  - B. Minutes
    - November 9, 2020 Business Session
  - C. Bills & Claims

12. Items Removed from Consent Agenda
13. Recommendations from Administration and Council/Clerk
  - 2021-R026 Authorizing the Mayor and Clerk to Execute an Interlocal Services Agreement with East Windsor Township for Animal Control Services for 2021 (5,400.00) and 2022 (5,700.00) Plus Hourly Costs
  - 2021-R027 Authorizing the Second Year of the Five Year Agreement with Visual Computer Solutions for Extra Duty Scheduling Services
  - 2021-R029 Authorizing the Business Administrator to Purchase from Motorola Solutions Phase 2 Equipment for the Radio Communication System Upgrade - \$332,265.15
  - 2021-R030 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Van Cleef Engineering Associates to Provide Engineering and Land Surveying Design Services for the Project Known as Annual Road Improvement Program 2020 - \$35,472.00
  - 2021-R031 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with ACT Engineers, Inc. for Miscellaneous Engineering Services - \$2,000.00
  - 2021-R032 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Van Cleef Engineering Associates for Miscellaneous Engineering Services - \$3,000.00
  - 2021-R033 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Arora and Associates, P.C. for Miscellaneous Engineering Services - \$3,000.00

14. Introduction of Ordinances

2021-01 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 168  
"TRAFFIC AND PARKING" ARTICLE V - TRAFFIC AND  
PARKING REGULATIONS ON PRIVATE PROPERTY; SECTION  
168-37 CONTROL OF MOVEMENT AND PARKING ON PUBLIC  
AND PRIVATE PROPERTY

PUBLIC HEARING: January 25, 2021

15. Additional Public Comment (three-minute limit per person)

16. Council Reports/Discussion/New Business

17. Administration Updates

18. Closed Session

19. Adjournment

RESOLUTION

- WHEREAS, East Windsor Township employs an Animal Control Officer; and
- WHEREAS, West Windsor Township desires to contract with East Windsor for provision of the services of an Animal Control Officer; and
- WHEREAS, East Windsor is agreeable to providing the services of an Animal Control Officer to West Windsor for a fee and upon certain specified conditions; and
- WHEREAS, the “Uniformed Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 et seq., permits local units of this State to enter into a contract with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdictions; and
- WHEREAS, such agreement is deemed to be mutually beneficial to both municipalities; and
- WHEREAS, East Windsor and West Windsor have authorized and approved this Agreement by Resolution duly adopted pursuant to N.J.S.A. 40A:65-4 of the “Uniformed Shared Services and Consolidation Act.”
- NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the signing of the Shared Services Agreement by the Mayor and Clerk be and hereby is authorized.

Adopted: January 11, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 11th day of January, 2021.

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Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, there exists a need for specialized Police Extra Duty Scheduling Services for the Township of West Windsor in the County of Mercer, State of New Jersey; and

WHEREAS, the Township Council approved Resolution 2020-R041 awarding a one year contract with four one year options to Visual Computer Solutions of Freehold, New Jersey, and

WHEREAS, the Township Administration recommends that the Township Council authorize a one year extension of the contract with Visual Computer Solutions through December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that it hereby authorizes the one year extension of the contract with Visual Computer Solutions.

Adopted: January 11, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 11<sup>th</sup> day of January, 2021.

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Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor wants to upgrade the radio communication system currently in the Police Division; and

WHEREAS, Phase Two (2) of this project will include: radio system upgrades and installation of primary infrastructure; and

WHEREAS, Motorola Solutions, PO Box 1335, Burlington, NJ 08016 has been awarded under the State of New Jersey Cooperative Purchasing Program Contract 83909 for said equipment; and

WHEREAS, funding for the acquisition of said equipment for the Police Division is available through the approved 2018 & 2019 Capital Budget; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said equipment in the following accounts:

405	2018 15 021	Police – Acq. Office/Computer Equip	\$187,185.12
405	2019 18 022	Police – Acq. Office/Computer Equip	<u>\$145,080.03</u>
			\$332,265.15

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of West Windsor Township that the Business Administrator is authorized to purchase said equipment under the State of New Jersey Cooperative Purchase Program Contract 83909 from Motorola Solutions, PO Box 1335, Burlington, NJ 08016

Adopted: January 11, 2021

I hereby certify that the above resolution was adopted by the Township Council of the Township of West Windsor at their meeting held on the 11th day of January, 2021.

\_\_\_\_\_  
Gay M. Huber  
Township Clerk  
West Windsor Township

## RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional construction administration and observation services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Van Cleef Engineering has submitted a proposal dated December 15, 2020 indicating they will provide professional engineering and land surveying design services for the Annual Road Improvement Program - 2020 Project for Thirty Five Thousand Four Hundred Seventy Two Dollars (\$35,472.00); and

WHEREAS, Van Cleef Engineering has indicated a performance period for the professional surveying and engineering design services of ninety (90) days from the date of project initiation; and

WHEREAS, the Township wishes to enter into an agreement with Van Cleef Engineering for the aforesaid services; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following line item appropriation accounts:

Roadway Improvements	405-2019-18 011	\$35,472.00
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NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a professional services agreement with Van Cleef Engineering, with a performance period of ninety (90) days from the date of project initiation for professional engineering and land surveying design, for an amount not to exceed Thirty Five Thousand Four Hundred Seventy Two Dollars (\$35,472.00).
- (2) The Agreement so authorized shall require the Provider to provide professional engineering and land surveying services pursuant to its proposal dated December 15, 2020. The contract may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Contract between the Township and Van Cleef Engineering and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 11, 2021

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 11th day of January 2021.

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Gay M. Huber  
Township Clerk  
West Windsor Township

## RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

WHEREAS, the Township wishes to enter into a services agreement with ACT Engineers, Inc. for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following line item appropriation accounts:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$2,000.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2021 Local Municipal Budget and funds are available through various developers' escrow accounts and account 105-30-210 "Engineering Costs & Services: Consultants;" and

WHEREAS, additional services may be required for various capital projects as assigned and may be certified to if funds are available as certified by the Township's Chief Financial Officer; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of contract for the services without competitive bidding be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a services agreement with ACT Engineers, Inc. to cover the period January 11, 2021 through December 31, 2021.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services, including development inspection services pursuant to its proposal dated December 16, 2020. The contract is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.

- (4) An executed copy of the Contract between the Township and ACT Engineers and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 11, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 11th day of January 2021.

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Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

WHEREAS, the Township wishes to enter into a services agreement with Van Cleef Engineering Associates for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following line item appropriation accounts:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$3,000.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2021 Local Municipal Budget and funds are available through various developers’ escrow accounts and account 105-30-210 “Engineering Costs & Services: Consultants;” and

WHEREAS, additional services may be required for various capital projects as assigned and may be certified to if funds are available as certified by the Township’s Chief Financial Officer; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of contract for the services without competitive bidding be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a services agreement with Van Cleef Engineering Associates to cover the period January 11, 2021 through December 31, 2021.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services, including development inspection services pursuant to its proposal dated December 10, 2020. The contract is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.

- (4) An executed copy of the Contract between the Township and Van Cleef Engineering Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 11, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 11th day of January 2021.

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Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

WHEREAS, the Township wishes to enter into a services agreement with Arora and Associates for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following line item appropriation accounts:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$3,000.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2021 Local Municipal Budget and funds are available through various developers’ escrow accounts and account 105-30-210 “Engineering Costs & Services: Consultants;” and

WHEREAS, additional services may be required for various capital projects as assigned and may be certified to if funds are available as certified by the Township’s Chief Financial Officer; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of contract for the services without competitive bidding being publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a services agreement with Arora and Associates to cover the period January 11, 2021 through December 31, 2021.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services, including development inspection services pursuant to its proposal dated December 15, 2020. The contract shall be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1 because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.

- (4) An executed copy of the Contract between the Township and Arora and Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 11, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 11th day of January 2021.

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Gay M. Huber  
Township Clerk  
West Windsor Township

TOWNSHIP OF WEST WINDSOR  
MERCER COUNTY, NEW JERSEY

ORDINANCE NO. 2021-01

AN ORDINANCE TO AMEND AND SUPPLEMENT  
CHAPTER 168, "TRAFFIC AND PARKING," ARTICLE V "TRAFFIC AND PARKING  
REGULATIONS ON PRIVATE PROPERTY OF THE  
REVISED GENERAL ORDINANCES  
OF THE TOWNSHIP OF WEST WINDSOR

BE IT ORDAINED, by the West Windsor Township Council, County of Mercer, State of New Jersey, that the Code of West Windsor Township, be amended and supplemented as follows:

**SECTION I.**

CODE OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY

PART II: GENERAL LEGISLATION

CHAPTER 168: TRAFFIC AND PARKING

ARTICLE V: TRAFFIC AND PARKING REGULATIONS ON PRIVATE PROPERTY

Section 168-37: Control of movement and parking on public and private property,

C. Regulation for the movement and the parking of traffic on all other private property in accordance with the provisions of N.J.S.A. 39:5A-1, the regulations of Subtitle 1 of Title 39 are hereby made applicable to the properties listed.

(1) Schedule A, is amended to read as follows:

<b>Property</b>	<b>Regulation</b>	<b>Movement</b>
Enclave at Princeton Junction (apartments, commercial and townhomes)	25 mph Stop signs Parking in designated areas between the painted lines only No Parking anytime in designated areas and fire lanes Yield signs	As shown on sketch on file with Township Police Division

**SECTION II**

In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

**SECTION III.**

This ordinance shall take effect upon final passage and publication in accordance with the law.

INTRODUCTION: January 11, 2021

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE: