

**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**

October 25, 2021

VIA Zoom Video Communications

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - Statement of Adequate Notice - January 8, 2021 to The Times and the Princeton Packet and posted on the Township web-site. All Council meetings are open to the public with access via Zoom for those who wish to attend virtually. Please see Township web-site for further details.
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

2021-R175 Approving the Request for a Permit from the Leukemia & Lymphoma Society for a Public Fireworks Display on October 30, 2021 (no scheduled rain date) at Mercer County Park

2021-R176 Authorizing the Refund of the Security Deposit for Use of the Schenck Farm

B. Minutes

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2021-R177 Authorizing the Chief Financial Officer to Increase the Contract with Van Cleef Engineering Associates for Miscellaneous Engineering Services by \$5,150.00 for a Total Not to Exceed of \$8,150.00

2021-R178 Authorizing the Chief Financial Officer to Increase the Contract with Arora and Associates, PC for Miscellaneous Engineering Services by \$1,850.00 for a Total Not to Exceed of \$4,850.00

2021-R179 Authorizing the Business Administrator to Purchase One 2022 Ford F350 Extended Cab 4WD Pick Up Truck from Cherry Hill Winner Ford a New Jersey State Contract Vendor in the Amount of \$41,873.00

14. Introduction of Ordinances

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, Leukemia and Lymphoma Society desires to conduct a public firework display located at Mercer County Park on October 30, 2021; and
- WHEREAS, said fireworks display shall be conducted by International Fireworks Manufacturing Company, a U.S. Department of Treasury, Bureau of Alcohol, Tobacco and Firearms licensed Importer of Fireworks, license number 8-PA-011-24-1F-01294; and
- WHEREAS, the New Jersey Uniform Fire Code N.J.A.C. 5:70-3, 5601.2.4.3 requires that the governing body approve said fireworks display by resolution prior to granting of a permit by the Township Fire Marshal; and
- WHEREAS, the Township Fire Marshal has designated the fireworks display must commence by 9:30 pm and conclude no later than 10:00 pm; and
- WHEREAS, the minimum insurance coverage required by N.J.A.C. 5:70, 5601.2.4.2 is \$500,000 and International Fireworks Manufacturing Company carries \$4,000,000 insurance coverage; and
- WHEREAS, the Fire Marshal has communicated with the Chief of Police, and the Fire Chief of West Windsor Volunteer Fire Company who will provide police, and fire protection for said fireworks display and have given their approval; and
- WHEREAS, the West Windsor Fire and Emergency Services Division will provide emergency medical services; and
- WHEREAS, the Fire Marshal has reviewed the application for permit, insurance requirements and other applicable regulations and has found all to be in order and the Fire Marshal recommends the approval of said resolution.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of West Windsor that this resolution is adopted and that a permit may be granted by the West Windsor Township Fire Marshal, upon his approval, for a fireworks display.

Adopted: October 25, 2021

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 25th day of October, 2021.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Manager of the Division of Land Use, Samuel J. Surtees, has verified that the following applicant submitted a security deposit for the rental of the Schenk Farm which took place on October 2, 2021; and

WHEREAS, the Manager of the Division of Land Use has inspected the facility and found all to be in order and is requesting that the security deposit be refunded in accordance with the rental policy.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the following refund be made:

<u>Applicant</u>	<u>Refund</u>
Debbie Baer- WW Glory Days 25 Branbury Ct Robbinsville, NJ 08691	\$150.00

Adopted: October 25, 2021

I hereby certify this is a true copy of a resolution adopted by the West Windsor Township Council at their meeting held on the 25th day of October, 2021.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor entered into a professional services agreement with Van Cleef Engineering Associates for professional services on a consultant basis for Professional Engineering Services performed for miscellaneous engineering projects as assigned; and

WHEREAS, a Certification of Funds for the original contract was received from the Chief Financial Officer and funds for said contract were available in the following line item appropriation account:

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

WHEREAS, the scope of work authorized in the original contract remains in force and effect; and

WHEREAS, there is a need for a contract increase for services in accordance with the original contract; and

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

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$5,150.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized to increase the contract amount with Van Cleef Engineering Associates to a revised total contract amount of \$8,150.00.

Adopted: October 25, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 25th day of October 2021.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor entered into a professional services agreement with Arora and Associates, PC for professional services on a consultant basis for Professional Engineering Services performed for miscellaneous engineering projects as assigned; and

WHEREAS, a Certification of Funds for the original contract was received from the Chief Financial Officer and funds for said contract were available in the following line item appropriation account:

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

WHEREAS, the scope of work authorized in the original contract remains in force and effect; and

WHEREAS, there is a need for a contract increase for services in accordance with the original contract; and

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

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$1,850.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized to increase the contract amount with Arora and Associates, PC to a revised total contract amount of \$4,850.00.

Adopted: October 25, 2021

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 25th day of October 2021.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor needs to purchase One (1) 2022 Ford F350 Extended Cab 4WD Pickup Truck for the Department of Public Works; and

WHEREAS, Cherry Hill Winner Ford, 250 Berlin Road, Cherry Hill, NJ 08034 has been awarded
New
Jersey State Contract #A88758, T2101; and

Comm Code: 072-03-073424, Line # 00023	
2022 Ford F350 Extended Cab 4WD Short Bed Pickup Truck	\$30,786.00
Comm Code: 072-03-073438, Line # 00024	
Boss 8' Plow	<u>\$ 5,470.00</u>
	\$36,256.00

WHEREAS, Factory Options that are not part of the State Contract and need to be built into the vehicle are as follows:

Discounted Items

Short Bed	
Cloth 40/20/40 Split Bench – Regular (XL Only)	\$ 100.00
Up-Fitter Switches (6)	\$ 165.00
Snow Plow Package	\$ 250.00
Transmission Power Take-Off Provision	\$ 280.00
Rear Window Defroster/Privacy	\$ 60.00
Privacy Glass	\$ 30.00
Tough Bed Spray-In Bed liner	\$ 595.00
Power Equip Group on XL	\$ 915.00
Cruise Control	\$ 235.00
DISCOUNT	<u>\$ (263.00)</u>
Total Discounted Items	\$ 2,367.00

Non-Discounted Items

Axle, Limited Slip (Ratio 3.73)	\$ 390.00
Cab Steps Crew Cab	\$ 445.00
Roof Clearance Lights LED	\$ 95.00
Tow Command Integrated Trailer Brake Controller	\$ 270.00
Less Discount	<u>\$ (120.00)</u>
Total Non-discounted Items	\$ 1,080.00

DOT 4 amber LEDs, 2 in grille and 2 rear tail light	\$ 1,195.00
Weather Guard Defender Series Tool Box 300105-9-01Black	<u>\$ 975.00</u>
	\$ 2,170.00

Total Truck & Equipment	\$ 41,873.00
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WHEREAS, funding for the acquisition of said vehicle with options for the Department of Public Works is available through the approved 2021 Capital Budget; and

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

Public Works - Acquisition of Vehicle	405 2019 18027	\$15,337.72
	405 2020 14030	\$26,535.28

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Business Administrator is authorized to purchase one (1) 2022 Ford F350 Extended Cab 4WD Pickup Truck under the New Jersey State Contract #: A88758, T2101 and factory options not under State Contract for a total of \$41,873.00 from Cherry Hill Winner Ford, 250 Berlin Road, Cherry Hill, NJ 08034.

Adopted: October 25, 2021

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 25th day of October, 2021.

Gay M. Huber
Township Clerk
West Windsor Township