

**MEETING TO BE  
LIVE STREAMED AT  
<https://www.youtube.com/channel/UC8i0yw7lhozymgo4N68jJdg/live>  
VIA Zoom Video Communications\***

**AGENDA FOR A BUSINESS SESSION MEETING  
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP  
WEST WINDSOR MUNICIPAL BUILDING  
271 CLARKSVILLE ROAD  
TO THE EXTENT KNOWN**

**July 17, 2023**

5:30 p.m. Start\*

7:00 p.m. Business Session will begin

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 13, 2023 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. Closed Session was notice on July 12, 2023 to The Times, Princeton Packet and posted on the Township web-site.
4. Closed Session Room B\*
5. Salute to the Flag
6. Ceremonial Matters and/or Topics for Priority Consideration
7. Public Comment: (30 minutes comment period; 3-minute limit per person)
8. Administration Comments
9. Council Member Comments
10. Chair/Clerk Comments
11. Public Hearings

12. Consent Agenda

A. Resolutions

2023-R136 Authorizing the Release of Inspection  
Escrow Balance for PSE&G

B. Minutes

March 21, 2023 - Budget Session #3  
May 22, 2023 - Closed Session

C. Bills & Claims

13. Items Removed from Consent Agenda

14. Recommendations from Administration and Council/Clerk

2023-R137 Authorizing the Chief Financial Officer to  
Increase the Professional Services Agreement with  
Arora and Associates, PC for Miscellaneous  
Engineering Services by \$6,100.00 for a Total Not  
to Exceed Amount of \$10,200.00

2023-R138 Authorizing the Mayor and Clerk to Execute the  
Shared Services Agreement with Mercer County  
Improvement Authority (MCIA) for Curbside  
Collection of Recyclable Materials for the Term  
of Five (5) Years 2024-2028

2023-R139 Authorizing the Business Administrator to  
Purchase from SHI International Corporation  
hardware, software, licensing and support for  
Replacement of the Township's Network  
Infrastructure System Through the New Jersey  
Cooperative Purchase Alliance - \$125,838.67

2023-R140 Authorizing the Mayor and Clerk to Execute a  
Contract with Ireland Construction Group, LLC for  
Emergency Sewer Repairs for 19 Landing Lane -  
\$14,000.00

2023-R141 Authorizing the Mayor and Clerk to Execute a  
Professional Services Agreement with Van Cleef  
Engineering to Provide Engineering and Land  
Surveying Services for the Project Known as Dinky  
Line Pedestrian Walkway - \$55,000.00

- 2023-R142 Approval to Submit a Grant Application to the New Jersey Department of Transportation Under the Category Safe Streets to Transit 2024 - Washington Road Pedestrian Safety Improvements Project and Authorizing the Mayor and Clerk to Execute the Electronic Grant Agreement Through the PMRS System
- 2023-R143 Approval to Submit a Grant Application to the New Jersey Department of Transportation Under the Transit Village Category for the 2024-Wallace Road Bicycle Safety Improvement Project and Authorizing the Mayor and Clerk to Execute the Electronic Grant Agreement Through the PMRS System
- 2023-R144 Approval to Submit a Grant Application to the New Jersey Department of Transportation Under the Roadway Preservation Category for Woodmere Way Resurfacing Project and Authorizing the Mayor and Clerk to Execute the Electronic Grant Agreement Through the PMRS System
- 2023-R145 Approval to Submit a Grant Application to the New Jersey Department of Transportation Under the Bikeway Projects Category for the Edinburg Road Bikeway Connector Project and Authorizing the Mayor and Clerk to Execute the Electronic Grant Agreement Through the PMRS System
- 2023-R146 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Roberts Engineering Group to Provide Land Surveying and Engineering Design Services for the Project Known as Transit Village Pedestrian Safety Project - \$19,000.00
- 2023-R147 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Roberts Engineering Group to Provide Survey and Engineering Design Services for the Project Known as North Post Road Bikeway Extension - \$29,760.00

2023-R148 Authorizing the Mayor and Clerk to Execute a Contract with Sunset Creations Inc., for the Project Known as EAB Management Street Tree Replacement Y6-1 - \$166,945.00

2023-R149 Authorizing the Mayor and Clerk to Execute a Redevelopers Agreement with Penn's Neck Plaza, LLC Block 38, Lots 1, 2, 3, 25 & 45 and Block 39 Lots 4, 5, 7, 16 & 23

15. Introduction of Ordinances

2023-05 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 168 "TRAFFIC AND PARKING" "SECTION 168-18.1 MIDBLOCK CROSSWALKS" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR

Public Hearing: August 14, 2023

2023-06 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 82 "FEES" SECTION 82-4 AND DELETING SECTION 82-5 ELECTRICAL SUBCODE FEES OF THE CODE OF THE TOWNSHIP OF WEST WINDSOR (1999)

Public Hearing: August 14, 2023

2023-07 CAPITAL IMPROVEMENT ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND OTHER RELATED EXPENSES IN OR FOR THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY APPROPRIATING THE AMOUNT OF \$455,000.00 (OPEN SPACE IMPROVEMENTS)

Public Hearing: August 14, 2023

2023-08 CAPITAL IMPROVEMENT ORDINANCE PROVIDING FOR CAPITAL IMPROVEMENTS AND OTHER RELATED EXPENSES IN AND FOR THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY APPROPRIATING THE AMOUNT OF \$250,000.00 (Professional Services Related to Updating the Township Capital Improvement Plan of the Circulation Plan Element)

Public Hearing: August 14, 2023

2023-09 BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$9,737,795 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$8,273,700 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF

Public Hearing: August 14, 2023

2023-10 BOND ORDINANCE PROVIDING FOR SEWER COLLECTION SYSTEM AND PUMP STATION IMPROVEMENTS IN AND BY THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$6,000,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,100,00 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF

Public Hearing: August 14, 2023

16. Additional Public Comment (15 minute comment period; three-minute limit per person)
17. Council Reports/Discussion/New Business
18. Administration Updates
19. Closed Session
20. Adjournment

***\*The Township Council will continue to use Zoom for public interaction at Council Meetings in 2023. This is for the convenience of the public and is not a legal requirement under the Open Public Meetings Act at this time. If technical difficulties occur during a meeting the Township Clerk (or designee) will make the decision as to whether the meeting will continue on Zoom. If it is decided that Zoom must be discontinued this will not affect the Council meeting from continuing under the Open Public Meetings Act because the use of Zoom is for the convenience of the public and not a legal requirement. All Council Meetings will continue to be live streamed on YouTube. The use of YouTube is not a legal requirement under the Open Public Meetings Act and will not constitute the need to stop the Township Council meeting if technical difficulties occur. Per Resolution 2023-03***

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 21, 2023

Initiated By: Francis A. Guzik Department of Comm. Dev./Engineering

**ACTION REQUESTED/EXECUTIVE SUMMARY:** Adoption of a Resolution releasing the inspection escrow balance for a land development project. The construction project has been completed and released from the respective performance guarantees or has been superseded by subsequent development approvals. Invoicing from the various engineering consultants utilized for inspection purposes on said project has been completed.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED**

Resolution                      Engineer's Memorandum

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Guzik                      6/21/23  
Department/Division Head                      Date

APPROVED FOR AGENDA QF: July 17, 2023

By: Marlena G. Schmid                      07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-R136  
Council Action Taken:

RESOLUTION

WHEREAS, the following Developer completed the construction of a land development project approved through the West Windsor Township Zoning Board of Adjustment; and

WHEREAS, in conjunction with the project, the Developer deposited inspection fee escrow with the Township of West Windsor pursuant to Section 82-3G of the Revised General Ordinances of the Township of West Windsor; and

WHEREAS, professional services undertaken on behalf of the Township in conjunction with said project have been completed; and

WHEREAS, there remains a partial balance in the Developer’s inspection fee escrow account, which the Developer is entitled to have refunded; and

WHEREAS, the Township Engineer recommends that the balance remaining in the inspection fee escrow account for this project be refunded as follows:

| <u>Deposit Date</u> | <u>Developer</u> | <u>Project ID</u> | <u>Project Name</u>             | <u>Escrow Balance</u> |
|---------------------|------------------|-------------------|---------------------------------|-----------------------|
| 8/12/2019           | PSE&G            | ZB18-08           | Penns Neck Substation Expansion | \$ 27,005.15          |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized and directed to refund to the Developer the balance of the escrow deposit, and any applicable interest to which the Developer is entitled.

Adopted: July 17, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17<sup>th</sup> day of July 2023.

---

Gay M. Huber  
 Township Clerk  
 West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 22, 2023

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing an increase in the contract amount of the professional services agreement for Miscellaneous Engineering Services. The above Agreement provides for ad hoc assistance to the Township Engineer for studies or tasks supplemental to the in-house Engineering services.  
Arora and Associates

**SOURCE OF FUNDING:** Engineering – Consultant Fees 105-30-210

**CONTRACT AMOUNT:**

Contract Amount to date: \$ 4,100.00  
Change Order: + \$6,100.00  
Final Contract Amount: \$10,200.00

**CONTRACT LENGTH:** until December 31, 2023

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution Resolution 2023-R063  
Certification of Funds Engineer's Memorandum

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Guzik 6/22/23  
Department/Division Head Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena Schmid 07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-B137

Council Action Taken:



RESOLUTION

WHEREAS, the Township of West Windsor entered into a professional services agreement with Arora and Associates, PC 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>\$ 4,100.00</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 funds are available for said contract in the following line item appropriation account:

|  |                   |                   |
|--|-------------------|-------------------|
| <u>Engineering-Consultant Services</u> | <u>105-30-210</u> | <u>\$6,100.00</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 \$10,200.00.

Adopted: July 17, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

**Date of Request:** July 6, 2023

**Initiated By:** Marlena A. Schmid

**Division/Department:** Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Resolution approving a new Shared Services Agreement (Agreement) between the Township of West Windsor and the Mercer County Improvement Authority (MCIA) for curbside collection of recyclable materials for the term of Five (5) years commencing on January 1, 2024 through December 31, 2028.

Daniel G. Napoleon, MCIA's Director of Environmental Programs, has asked participating municipalities to return executed copies of the Agreement and the adopted Resolution no later than August 31, 2023.

Failure to approve the Agreement by August 31, 2023 will result in the Township of West Windsor having to publicly bid for curbside recycling services. N.J.S.A.40A:11-23 requires all advertisements for bids on contracts for recycling services be not less than 60 days.

On June 25, 2019, the Township opened the one bid it received for curbside recycling services and the West Windsor Township Council rejected it because the cost substantially exceeded the appropriation in the budget.

Robbinsville Township Council approved the MCIA Agreement and adopted the Resolution on June 8, 2023. The 2023 contract the Township has is with a vendor for a negotiated price after the governing body rejected bids on two occasions due to the bid proposals substantially exceeding the Township's cost estimate.

**SOURCE OF FUNDING:**

2024, 2025, 2026, 2027, & 2028 Current Fund Budgets (Subject to Township Council approval and adoption of budgets)

**CONTRACT AMOUNT:**

Year 1 – 2024 - \$673,342; Year 2 – 2025 - \$723,442; Year 3 – 2026 - \$777,550; Year 4 – 2027 - \$835,666; Year 5 – 2028 - \$898,792

**CONTRACT LENGTH:** 5 Years

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution, Agreement, MCIA Correspondence, & Certification of Funds

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Marlena A. Schmid

Department/Division Head

07/03/2023

Date

**APPROVED FOR AGENDA OF:**

By:

Marlena A. Schmid 07/03/2023

Marlena Schmid, Business Administrator

**MEETING DATE:** 7/17

**Ordinance #** \_\_\_\_\_

**Resolution #** 2023-R138

**Council Action Taken:**

RESOLUTION

RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES AGREEMENT  
BETWEEN THE TOWNSHIP OF WEST WINDSOR AND THE MERCER COUNTY  
IMPROVEMENT AUTHORITY FOR CURBSIDE COLLECTION OF RECYCLABLES FOR THE  
TERM OF FIVE YEARS (5) COMMENCING ON JANUARY 1, 2024 THROUGH DECEMBER 31,  
2028

- WHEREAS, there exists a need in the Township of West Windsor to provide recycling services to the residents of Mercer County; and
- WHEREAS, the Mercer County Improvement Authority (“MCIA”) has been designated by the County of Mercer as the implementing agency for the Solid Waste Management Plan within Mercer County under the Solid Waste Management Act N.J.S.A. 13:1E-1 *et seq.* for the curbside collection of recyclables; and
- WHEREAS, the Township of West Windsor wishes to continue its participation in the Mercer County Solid Waste Management Plan by having MCIA provide for the Curbside Recycling Program throughout the Township of West Windsor during the term of the agreement; and
- WHEREAS, the Uniformed Shared Services and Consolidation Act, N.J.S.A. 40A:65-4 *et seq.*, permits the Township of West Windsor to enter into an Agreement with the MCIA to provide for said Curbside Recycling Services during the Term of the Agreement; and
- WHEREAS, the Agreement between the MCIA and the Township of West Windsor for the Curbside Recycling Collection Program covers a term of five (5) years commencing on January 1, 2024 through December 31, 2028; and
- WHEREAS, the Agreement between the Township of West Windsor and the MCIA supersedes all prior shared services agreements for Curbside Recycling Services.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor, in the County of Mercer and State of New Jersey, that the Shared Services Agreement between the Township of West Windsor and the MCIA for curbside collection of recyclables for the Term of the Agreement be and hereby is authorized and accepted and the Mayor and Township Clerk are hereby authorized and directed to execute said Agreement.

BE IT FURTHER RESOLVED that the Agreement shall take effect upon the adoption of an appropriate resolution by the MCIA and the execution of the Agreement by and between the Township of West Windsor the MCIA in accordance with N.J.S.A. 40A:65-4 *et seq.*

Adopted: July 17, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17<sup>th</sup> day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

**TOWNSHIP OF WEST WINDSOR**  
**ANAYLSIS OF MERCER COUNTY IMPROVEMENT AUTHORITY**  
**RECYCLING CONTRACT RENEWAL**

|                         |         |                       |                      |
|-------------------------|---------|-----------------------|----------------------|
| 2023 AMOUNT             | 368,727 |                       |                      |
| New 5 Year Contract:    |         |                       |                      |
| 2024 Amount             | 673,342 | 304,615               | 82.61%               |
| 2025 Amount             | 723,442 | 50,100                | 7.44%                |
| 2026 Amount             | 777,550 | 54,108                | 7.48%                |
| 2027 Amount             | 835,666 | 58,116                | 7.47%                |
| 2028 Amount             | 898,792 | <u>63,126</u>         | <u>7.55%</u>         |
| 5 Year Total Increase   |         | <u>530,065</u>        | <u>143.76%</u>       |
| 5 Year Average Increase |         | <u><u>106,013</u></u> | <u><u>28.75%</u></u> |

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 12, 2023

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Resolution authorizing the Township of West Windsor to procure hardware, software, licensing and support necessary for the replacement of the Township's network infrastructure systems from SHI International Corp as an Authorized Vendor of Computer Equipment & Peripherals (2022-2024) under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 22-24 with the County of Bergen.

**SOURCE OF FUNDING:**

|   |                |             |
|---|----------------|-------------|
| Network, Computers, Printers Replacements | 405-2021-14001 | \$47,372.36 |
| Network, Computers, Printers Replacements | 405-2022-08001 | \$78,466.31 |

**CONTRACT AMOUNT:** \$125,838.67

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

- Resolution
- Certification of Funds
- SHI International Price Quote
- Facilities Maintenance Manager Memorandum
- County of Bergen Contract BC-BID- 22-24 Related Documents

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Brian Aronson 6-14-2023  
Department/Division Head Date

**APPROVED FOR AGENDA OF: JULY 17, 2023**

By: Marlena Schmid 07/17/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2623-R139

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of West Windsor has the need on a timely basis to purchase technological goods or services utilizing State contracts; and

WHEREAS, the Township’s Municipal Network infrastructure systems are in need of replacement; and

WHEREAS, SHI International Corp is an authorized vendor of Computer Equipment & Peripherals (2022-2024) under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 22-24 with the County of Bergen, and

WHEREAS, the total cost of the hardware, software, licensing and support necessary is \$125,838.67 and as of July 17, 2023 the Township’s total aggregate spending with SHI International Corp was as follows:

|                       |                  |                     |
|-----------------------|------------------|---------------------|
| Purchase Order No.    | 59217            | \$ 1,250.57         |
| Purchase Order No.    | 59313            | \$ 5,312.22         |
| Resolution No.        | 2023-R101        | \$ 68,385.00        |
| Resolution No.        | 2023-R103        | \$ 18,236.00        |
| Resolution No.        | 2023-R104        | \$ 4,249.13         |
| Resolution No.        | 2023-R105        | \$ 27,591.53        |
| <u>Resolution No.</u> | <u>2023-R122</u> | <u>\$ 14,532.03</u> |
|                       |                  | \$ 139,556.48       |

WHEREAS, the Chief Financial Officer has certified the availability of funds in the following accounts: :

|   |                |             |
|---|----------------|-------------|
| Network, Computers, Printers Replacements | 405-2021-14001 | \$47,372.36 |
| Network, Computers, Printers Replacements | 405-2022-08001 | \$78,466.31 |

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Business Administrator Marlana Schmid is hereby authorized to purchase the above from SHI International Corp under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 22-24 with the County of Bergen, for a total not to exceed of \$265,395.15.

Adopted: July 17, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of July, 2023.

---

Gay M. Huber  
 Township Clerk  
 West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 21, 2023

Initiated By: Tony Esposito Division/Department: Engineering/Comm. Dev.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing an emergency contract for repairs to the sanitary sewer main connection for the property at 19 Landing Lane, including the labor, materials and equipment. The resident at that property hired two (2) separate contractors to try to clear a blockage in the sanitary sewer lateral connection to the main sanitary sewer line and both were unsuccessful. It was determined the lateral connection to the main sewer was completely blocked by roots and the only repair possible was to excavate and replace the pipe. The work was emergent in nature as the resident could not occupy the home until the sanitary sewer connection was restored. A contractor was needed due to the depth of the excavation needed and the extent of needed pavement removal being outside of the scope our Public Works capabilities.

**SOURCE OF FUNDING:**

|   |                        |                     |
|---|------------------------|---------------------|
| <u>Sanitary/Storm Sewer Maintenance</u> | <u>405-2018-15 028</u> | <u>\$ 14,000.00</u> |
| Account Title                           | Account Number         | Amount              |

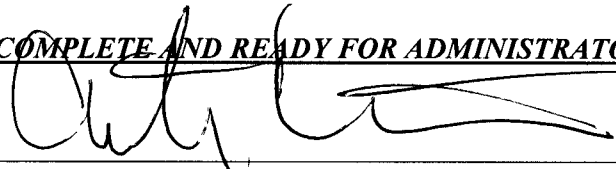
**CONTRACT AMOUNT:**      \$ 14,000.00

**CONTRACT LENGTH:**      emergency work completed

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution      Recommendation from Engineer  
Map

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

  
\_\_\_\_\_  
Department/Division Head

7-7-2023  
Date

APPROVED FOR AGENDA OF: July 17, 2023

By:  07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-3140

Council Action Taken:  
Distributed:

RESOLUTION

- WHEREAS, due to a sanitary sewer backup into the basement of 19 Landing Lane, (2) two separate plumbing contractors attempted unsuccessfully to clear a blockage found to be in the roadway; and
- WHEREAS, video inspection conducted of the sanitary sewer main pipe in the roadway in the area of 19 Landing Lane demonstrated that the main sewer line was clear; and
- WHEREAS, the Department of Public Works and the Division of Engineering staff determined there was emergent need to excavate the roadway to determine if the lateral sewer pipe was damaged in the roadway at the main; and
- WHEREAS, the Township of West Windsor had a need to acquire contract services on an emergency basis according to the provisions of N.J.S.A. 40A: 11-6 due to the depth of the existing sanitary sewer main and extent of pavement excavation and repair needed; and
- WHEREAS, the Township of West Windsor Assistant Director of Public Works and the Assistant Township Engineer have both reviewed the work conducted for this emergency repair and found said work to be consistent with standard practices and the invoices submitted to be reasonable for the response to this situation; 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 account:
- |                                  |                 |             |
|----------------------------------|-----------------|-------------|
| Sanitary/Storm Sewer Maintenance | 405-2018-15 028 | \$14,000.00 |
|----------------------------------|-----------------|-------------|
- WHEREAS, in accordance with N.J.S.A. 40A:11-6, the Township Council of the Township of West Windsor concurs the emergency affects the public health, safety and welfare and immediate completion of repairs to the sanitary sewer lateral connection at the main sewer pipe at 19 Landing Lane were necessary; and

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 contract with Ireland Construction Group, LLC for a total price of \$14,000.00.
- (2) An executed copy of the Contract between the Township and Ireland Construction Group, LLC and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: July 17, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township



**REQUEST FOR COUNCIL ACTION**

Date of Request: June 30, 2023

Initiated By: John Taylor Division/Department: Engineering/Comm. Dev.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a professional services agreement with Van Cleef Engineering to provide professional engineering and land surveying services for the preparation of bid documents for an extension of the Dinky Line Pedestrian Walkway. West Windsor Township solicited and received three (3) proposals from Engineering firms for this work. Van Cleef Engineering provided the most responsible and qualified fee proposal. The Township Engineer is recommending a contract be awarded to Van Cleef Engineering.

**SOURCE OF FUNDING:**

|                             |                        |                    |
|-----------------------------|------------------------|--------------------|
| <u>Roadway Improvements</u> | <u>405-2020-14 013</u> | <u>\$55,000.00</u> |
| Account Title               | Account Number         | Amount             |

**CONTRACT AMOUNT:** \$55,000.00

**CONTRACT LENGTH:** ninety (90) days from initiation of services

**OTHER SUPPORTING INFORMATION ATTACHED:**

|                                     |                             |                                   |
|-------------------------------------|-----------------------------|-----------------------------------|
| Resolution                          | Affirmative Action Contract | Proposal – Exhibit A              |
| Political Contribution Disclosure   | Certification of Funds      | Business Entity Disclosure        |
| Professional Services Agreement     | Stockholder Disclosure      | Engineers Memorandum              |
| Business Registration Certification | Affidavit of Compliance     | Certificate of Information Report |
| Project Location Map                |                             |                                   |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

 7/5/2023

Department/Division Head \_\_\_\_\_ Date \_\_\_\_\_

APPROVED FOR AGENDA OF: July 17, 2023

By:  07/11/2023  
Marlene Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-R141

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional Land Surveying and Engineering Design Services; and

WHEREAS, Van Cleef Engineering has submitted a proposal dated June 30, 2023 indicating they will provide professional Engineering Design and Land Surveying services for the preparation of bid documents for the Dinky Line Pedestrian Walkway Project for \$55,000.00; 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 a Professional Services Agreement with Van Cleef Engineering for the aforesaid services for an amount not to exceed \$55,000.00; 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 account:

|                      |                 |             |
|----------------------|-----------------|-------------|
| Roadway Improvements | 405-2020-14 013 | \$55,000.00 |
|----------------------|-----------------|-------------|

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 surveying and engineering design services, for an amount not to exceed \$55,000.00.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering and land surveying services pursuant to its proposal dated June 30, 2023. 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 Agreement 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: July 17, 2023

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: June 30, 2023

Initiated By: John Taylor Division/Department: Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a Resolution giving approval to submit an electronic grant application and execute a grant agreement with the New Jersey Department of Transportation (NJDOT) under the Safe Streets to Transit category for the Washington Road Pedestrian Safety Improvements Project. West Windsor Township would like to submit an electronic State Aid Grant application for funding within the 2024 State budget for improvements associated with the reconstruction of portions of sidewalk along the west side of Washington Road from the Bridge over Little Bear Brook to Wallingford Drive. The NJDOT requires municipalities to submit resolutions via the online system known as PMRS, which resolutions endorse the application.

SOURCE OF FUNDING: N/A

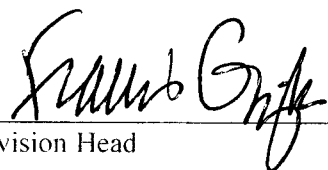
CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

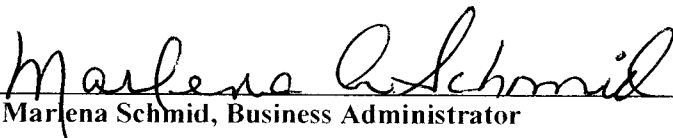
OTHER SUPPORTING INFORMATION ATTACHED:

Resolution      Engineering Memo      Map

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

      7/5/23  
Department/Division Head      Date

APPROVED FOR AGENDA OF: July 17, 2023

By:  07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-R142

Council Action Taken:

RESOLUTION: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Safe Streets to Transit Application 2024 – 00054 project.

WHEREAS, the Township of West Windsor has identified the need for pedestrian safety improvements to Washington Road, between the Bridge over Little Bear Brook and Wallingford Drive; and

WHEREAS, the proposed improvements will include repair and rehabilitation of existing sidewalk along the west side of Washington Road including ADA compliance. This project will facilitate pedestrian access to the Princeton Junction Train Station located at the south end of Washington Road and provide multiple business and residential properties direct access to the walk to travel to and from the train station.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the West Windsor Township, formally approves the grant application for the Safe Streets to Transit Application 2024 – SST-2024-Washington Road Pedestrian Route Im-00054 project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as “SST-2024-Washington Road Pedestrian Route Im-00054” to the New Jersey Department of Transportation on behalf of West Windsor Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of West Windsor Township via the electronic PMRS system administered by the New Jersey Department of Transportation and that their electronic signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the West Windsor Township Council at their meeting held on this 17<sup>th</sup> day of July, 2022.

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

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL \_\_\_\_\_  
(Clerk)  
Gay M. Huber

\_\_\_\_\_  
(Presiding Officer)  
Hemant Marathe, Mayor

REQUEST FOR COUNCIL ACTION

Date of Request: June 30, 2023

Initiated By: John Taylor Division/Department: Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a Resolution giving approval to submit an electronic grant application and execute a grant agreement with the New Jersey Department of Transportation (NJDOT) under the Transit Village category for the 2024-Wallace Road Bicycle Safety Improvements Project. West Windsor Township would like to submit an electronic State Aid Grant application for funding within the 2024 State budget for safety improvements on Wallace Road, between Alexander Road and Scott Avenue intersection, near the Princeton Junction Train Station. The NJDOT requires municipalities to submit resolutions via the online system known as PMRS, which resolutions endorse the application.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution      Engineering Memo      Map

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Frank Giff      7/5/23  
Department/Division Head      Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena Schmid      07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-2143

Council Action Taken:

RESOLUTION: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the TV-2024-Wallace Road Bicycle Safety Improvem-00018 project.

WHEREAS, the Township of West Windsor has continuously demonstrated its commitment for improving safety and access in and around the Princeton Junction Train Station at West Windsor for pedestrians and cyclists; and

WHEREAS, the proposed improvements will extend bicycle lanes on Wallace Road, between Alexander Road and Scott Avenue intersections, and reduce vehicle lane widths to encourage better driver compliance with posted speed limits. These improvements benefit access to the Princeton Junction Train Station at West Windsor by pedestrians and cyclists.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor, formally approves the grant application for the TV-2024-Wallace Road Bicycle Safety Improvem-00018 project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as "TV-2024-Wallace Road Bicycle Safety Improvem-00018" to the New Jersey Department of Transportation on behalf of West Windsor Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of West Windsor Township via the electronic PMRS system administered by the New Jersey Department of Transportation and that their electronic signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the West Windsor Township Council at their meeting held on this 17<sup>th</sup> day of July, 2023.

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

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

\_\_\_\_\_  
(Clerk)  
Gay M. Huber

\_\_\_\_\_  
(Presiding Officer)  
Hemant Marathe, Mayor

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 30, 2023

Initiated By: John Taylor Division/Department: Engineering/Comm. Dev.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a Resolution giving approval to submit an electronic grant application and execute a grant agreement with the New Jersey Department of Transportation (NJDOT) under the Roadway Preservation category for the Woodmere Way Resurfacing Project. West Windsor Township would like to submit an electronic State Aid Grant application for funding within the 2024 State budget for improvements associated with the resurfacing of Woodmere Way between Penn Lyle Road and South Mill Road. The NJDOT requires municipalities to submit resolutions via the online system known as PMRS, which resolutions endorse the application.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution      Engineering Memo      Map

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Goff      7/5/2023  
Department/Division Head      Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena Schmid 07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-R144

Council Action Taken:

RESOLUTION: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Municipal Aid – MA-2024-Woodmere Way Improvements-00549 project.

WHEREAS, the Township of West Windsor has identified the need for improvements to Woodmere Way, between Penn Lyle Road and South Mill Road; and

WHEREAS, this pavement project will resurface roadway, repair road base pavement as needed and restriping to conform to current standards and no changes in right-of-way or pavement widths are proposed.

NOW, THEREFORE, BE IT RESOLVED that Council of West Windsor Township, formally approves the grant application for the Municipal Aid – MA-2024-Woodmere Way Improvements-00549 project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as “Municipal Aid – MA-2024-Woodmere Way Improvements-00549” to the New Jersey Department of Transportation on behalf of West Windsor Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of West Windsor Township via the electronic PMRS system administered by the New Jersey Department of Transportation and that their electronic signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the West Windsor Township Council at their meeting held on this 17<sup>th</sup> day of July, 2023.

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

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL \_\_\_\_\_  
(Clerk)  
Gay M. Huber

\_\_\_\_\_  
(Presiding Officer)  
Hemant Marathe, Mayor



**REQUEST FOR COUNCIL ACTION**

Date of Request: June 30, 2023

Initiated By: John Taylor Division/Department: Engineering/Comm. Dev.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a Resolution giving approval to submit an electronic grant application and execute a grant agreement with the New Jersey Department of Transportation (NJDOT) under the Bikeway Projects category for the Edinburg Road Bikeway Connector Project. West Windsor Township would like to submit an electronic State Aid Grant application for funding within the 2024 State budget for improvements associated with the construction of a multi-use path to connect Mercer Count Park East entrance to the reconstructed intersection of Old Trenton Road. The NJDOT requires municipalities to submit resolutions via the online system known as PMRS, which resolutions endorse the application.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution      Engineering Memo      Map

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Kevin Goff      7/5/2023  
Department/Division Head      Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena A. Schmid 07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-R145

Council Action Taken:

RESOLUTION: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the BIKE-2024-Edinburg Road Bikeway Connector-00039 project.

WHEREAS, the Township of West Windsor has identified the need for bikeway improvements located between Old Trenton Road and Mercer County Park East; and

WHEREAS, the proposed improvements will consist of constructing a dedicated 8' wide multi-use path connecting the end of the existing bike lane on Edinburg Road, at Mercer County Park East entrance, to the reconstructed intersection of Old Trenton Road.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor, formally approves the grant application for the BIKE-2024-Edinburg Road Bikeway Connector-00039 project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as "BIKE-2024-Edinburg Road Bikeway Connector-00039" to the New Jersey Department of Transportation on behalf of West Windsor Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of West Windsor Township via the electronic PMRS system administered by the New Jersey Department of Transportation and that their electronic signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the West Windsor Township Council at their meeting held on this 17<sup>th</sup> day of July, 2023.

\_\_\_\_\_  
Clerk  
Gay M. Huber

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

\_\_\_\_\_  
(Clerk)  
Gay M. Huber

\_\_\_\_\_  
(Presiding Officer)  
Hemant Marathe, Mayor

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 30, 2023

Initiated By: Francis Guzik Division/Department: Engineering/Comm. Dev.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a professional services agreement with Roberts Engineering Group to provide professional surveying and engineering design services for the Transit Village Pedestrian Safety Project. West Windsor Township solicited and received two (2) responsive proposals from Engineering firms for this work. Roberts Engineering Group provided the most responsible and qualified fee proposal. The Township Engineer is recommending a contract be awarded to Roberts Engineering Group.

**SOURCE OF FUNDING:**

|                             |                        |                    |
|-----------------------------|------------------------|--------------------|
| <u>Roadway Improvements</u> | <u>405-2020-14 013</u> | <u>\$19,000.00</u> |
| Account Title               | Account Number         | Amount             |

**CONTRACT AMOUNT:** \$19,000.00

**CONTRACT LENGTH:** Ninety (90) days from initiation of services

**OTHER SUPPORTING INFORMATION ATTACHED:**

|                                     |                             |                                   |
|-------------------------------------|-----------------------------|-----------------------------------|
| Resolution                          | Affirmative Action Contract | Proposal – Exhibit A              |
| Political Contribution Disclosure   | Certification of Funds      | Business Entity Disclosure        |
| Professional Services Agreement     | Stockholder Disclosure      | Engineers Memorandum              |
| Business Registration Certification | Affidavit of Compliance     | Certificate of Information Report |
| Project Location Map                |                             |                                   |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Guzik 7/5/2023  
Department/Division Head Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Mariena A. Schmid 07/11/2023  
Mariena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-2116

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional surveying and engineering design services; and

WHEREAS, Roberts Engineering Group has submitted a proposal dated June 28, 2023 indicating they will provide professional surveying and engineering design services for the Transit Village Pedestrian Safety Improvements Project for \$19,000.00; and

WHEREAS, Roberts Engineering Group 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 a Professional Services Agreement with Roberts Engineering Group for a not to exceed amount of \$19,000.00; and

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

|                      |                 |             |
|----------------------|-----------------|-------------|
| Roadway Improvements | 405-2020-14 013 | \$19,000.00 |
|----------------------|-----------------|-------------|

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 Roberts Engineering Group, with a performance period of ninety (90) days from the date of project initiation for professional surveying and engineering design services for an amount not to exceed \$19,000.00.
- (2) The Agreement so authorized shall require the Provider to provide professional surveying and engineering design services pursuant to its proposal dated June 28, 2023. 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 Agreement between the Township and Roberts Engineering Group and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: July 17, 2023

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township



## RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional surveying and engineering design services; and

WHEREAS, Roberts Engineering Group has submitted a proposal dated June 26, 2023 indicating they will provide professional surveying and engineering design services for the North Post Road Bikeway Extension Project for \$29,760.00; and

WHEREAS, Roberts Engineering Group 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 a Professional Services Agreement with Roberts Engineering Group for a not to exceed amount of \$29,760.00; 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 | 405-2020-14 013 | \$29,760.00 |
|----------------------|-----------------|-------------|

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 Roberts Engineering Group, with a performance period of ninety (90) days from the date of project initiation for professional surveying and engineering design services, for an amount not to exceed \$29,760.00.
- (2) The Agreement so authorized shall require the Provider to provide professional surveying and engineering design services pursuant to its proposal dated June 26, 2023. 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 Agreement between the Township and Roberts Engineering Group and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: July 17, 2023

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: June 29, 2023

Initiated By: Dan Dobromilsky Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing the award of a contract for West Windsor EAB Management, Street Tree Replacement, Y6-1 with Sunset Creations, Inc. Work under this contract includes the furnishing of all labor, material, and equipment for the removal of 235 street trees (dead and declining) and the replanting of 185 street trees to replace existing Ash trees along Township streets. This is the eighth year and sixth phase of a multi-year, multi-phase project that is nearing completion. The costs for the planting initial phases of this work (\$300,000) was reimbursed through a State of NJ grant. It is recommended that this contract be awarded with Sunset Creations, Inc.

**SOURCE OF FUNDING:**

|   |                 |               |
|---|-----------------|---------------|
| Traffic Safety Improvements Hazard Mitigation | 405 2021 14 014 | \$ 149,201.87 |
|   | 405 2022 08 016 | \$ 17,743.13  |

**CONTRACT AMOUNT:** \$ 166,945.00

**CONTRACT LENGTH:** Through December 31, 2023

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| Resolution                          | Affidavit of Compliance           |
| Memorandum of Recommendation – WWT  | Affirmative Action Contract       |
| Certificate of Funds                | Business Registration Certificate |
| Agreement                           | Certificate of Information Report |
| New Jersey Public Works Certificate |                                   |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

|                          |                 |
|--------------------------|-----------------|
| <u>[Signature]</u>       | <u>7/5/2023</u> |
| Department/Division Head | Date            |

APPROVED FOR AGENDA OF: JULY 17, 2023

By: [Signature] 07/11/2023  
 Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-B148

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has determined the need for landscape maintenance for Municipal Ash trees in decline due to the emerald Ash Borer (EAB); and

WHEREAS, said contract was put out to public bid seeking bids for the sixth phase (Y6-1) of this project, and said bids were opened on June 28, 2023; and

WHEREAS, seven contractors picked up bids and the Township received three bids from the following bidders:

| <u>Contractor</u>   | <u>Base Bid</u> |
|---------------------|-----------------|
| Sunset Creations    | \$166,945.00    |
| On Site             | \$179,447.00    |
| Harshi Construction | \$181,002.00    |

WHEREAS, the Township staff has reviewed all bids and determined that the lowest responsible bid was submitted by Sunset Creations, Inc.; and

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

|   |                 |               |
|---|-----------------|---------------|
| Traffic Safety Improvements Hazard Mitigation | 405 2021 14 014 | \$ 149,201.87 |
|   | 405 2022 08 016 | \$ 17,743.13  |
|   |                 | \$ 166,945.00 |

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the contract for the West Windsor EAB Management, Street Tree Replacement, Y6-1, base bid, be awarded to Sunset Creations, Inc., 355 Route 601, Belle Mead, NJ 08502, and the Mayor and Clerk are authorized to execute said contract.

Adopted: July 17, 2023

I hereby certify the above resolution was adopted by the Township Council of the Township of West Windsor at their meeting held on the 17<sup>th</sup> day of July 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor



**REQUEST FOR COUNCIL ACTION**

Date of Request: July 5, 2023

Initiated By: Samuel J. Surtees Division/Department: Comm. Dev./Land Use

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Request Township Council authorization for the Mayor and Township Clerk to execute a Redeveloper's Agreement between West Windsor Township and Penn's Neck Plaza, LLC, Block 38, Lots 1, 2, 3, 25 & 45; Block 39, Lots 4, 5, 7, 16 & 23

**SOURCE OF FUNDING:** NA

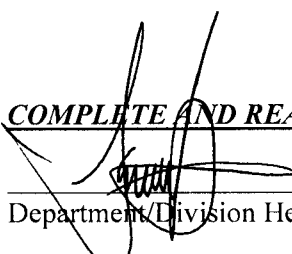
**CONTRACT AMOUNT:** NA

**CONTRACT LENGTH:** NA


**OTHER SUPPORTING INFORMATION ATTACHED:**

Location Map  
Resolution  
Redeveloper's Agreement (4 originals)  
Email from Kevin McManimon, Esq.  
Memorandum from Kevin McManimon, Esq.

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

 7-6-23  
Department/Division Head \_\_\_\_\_ Date \_\_\_\_\_

APPROVED FOR AGENDA OF: July 17, 2023

By:  07/11/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 7/17 Ordinance # \_\_\_\_\_ Resolution # 2023-R149

Council Action Taken:

## RESOLUTION

- WHEREAS, by Resolution 2019-R191 adopted on September 3, 2019, the Township Council (the “Township Council”) of the Township of West Windsor (the “Township”) designated the area consisting of the properties designated as Block 38, Lots 1, 2, 3, 25 and 45, and Block 39, Lots 4, 5, 7, 16 and 27 on the Official Tax Map of the Township (the “Redevelopment Area”) as an area in need of redevelopment in accordance with the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (the “Redevelopment Law”); and
- WHEREAS, on February 24, 2020, the Township Council, after appropriate review by, and at the recommendation of the West Windsor Planning Board, adopted Ordinance No. 2020-05, approving and adopting a redevelopment plan for the Redevelopment Area, entitled “Penns Neck Redevelopment Plan” (the “Redevelopment Plan”); and
- WHEREAS, on February 24, 2020, the Township Council, after appropriate review by, and at the recommendation of the West Windsor Planning Board, adopted Ordinance No. 2020-06 (“Redevelopment Ordinance”), codified at §200-289 of the Township Code, amending the Land Use Ordinance of the Township to place the Redevelopment Area in the Route 1 Penns Neck Business Commercial Redevelopment Zone (“Redevelopment Zone”) and establishing use and bulk regulations therefor; and
- WHEREAS, Penns Neck Associates, LLC, with offices at c/o Penns Neck Plaza, LLC, 463 Jefferson Road, Princeton, New Jersey 08540 (the “Entity”) has expressed an interest in redeveloping the Redevelopment Area; and
- WHEREAS, the Entity proposes to construct, on the Redevelopment Area, a project consisting of a mix of commercial type uses (the “Redevelopment Project”); and
- WHEREAS, the Entity, together with its affiliates, owns or controls, as contract purchaser, that portion of the Redevelopment Area identified as Block 38, Lots 1, 2, 3, 45 and 25 and Block 39, Lots 16 and 7 on the Township’s official tax map; and
- WHEREAS, three of the parcels located within the Redevelopment Area, identified as Block 39, Lots 4, 5 and 27 on the Township’s official tax map, are presently owned by a third-party; and

WHEREAS, by Resolution 2020-R166 adopted on August 17, 2020, as extended by Resolution 2020-R257 adopted on December 14, 2020 and by Resolution 2021-R204 adopted on November 22, 2021, the Township designated the Entity as the “conditional redeveloper” of the Redevelopment Area, with a view toward negotiating the terms of a redevelopment agreement that would set forth the Entity’s rights and obligations regarding the redevelopment of the Redevelopment Area with a project in compliance with the Redevelopment Plan and otherwise acceptable to the Township; and

WHEREAS, the Township now desires to designate the Entity as the redeveloper of the Redevelopment Area and to authorize the execution of a redevelopment agreement by and between the Township and the Entity, in substantially the same form as that on file with the Township Clerk (the “Redevelopment Agreement”).

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor, County of Mercer, State of New Jersey, that the Redevelopment Entity is hereby designated as the redeveloper of the Redevelopment Area, subject to the execution by the Township and the Entity of the Redevelopment Agreement.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the Redevelopment Agreement by and between the Township and the Entity in substantially the same form as that on file with the Township Clerk. The Township Clerk is hereby authorized and directed to attest the Mayor’s execution of the Redevelopment Agreement.

ADOPTED: July 17, 2023

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting on the 17th day of July, 2023.

---

Gay M. Huber  
Township Clerk  
West Windsor Township



AN ORDINANCE TO AMEND AND SUPPLEMENT  
CHAPTER 168, "TRAFFIC AND PARKING," OF THE  
REVISED GENERAL ORDINANCES  
OF THE TOWNSHIP OF WEST WINDSOR

**WHEREAS**, the Township Engineer has evaluated a section of Rabbit Hill Road south of its intersection with Cranbury Road (County Route 615) for a mid-block pedestrian crossing; and

**WHEREAS**, Pursuant to *N.J.S.A. 39:4-8*, the Township Engineer has provided a certification stating that a mid-block crosswalk is appropriate at this location after an investigation has been undertaken by said Engineer in conjunction with the traffic engineering consulting firm of Arora and Associates, P.C. and the West Windsor Township Police Department Traffic Safety Division, and it appears to the Township Engineer that it is in the interest of public safety and the expedition of traffic on this section of Rabbit Hill Road, in recognition of Trolley Line Trail access, to implement a mid-block crosswalk at said location; and

**WHEREAS**, the Township of West Windsor desires to implement a mid-block crosswalk along Rabbit Hill Road, south of its intersection with Cranbury Road, which location is entirely within the Township of West Windsor; and

**NOW, THEREFORE, BE IT ORDAINED** by the Township Council of the Township of West Windsor, County of Mercer, State of New Jersey as follows:

**Section 1:** Part II, General Legislation, Chapter 168, "Traffic and Parking," Article II, Traffic Regulations, shall be amended as follows:

**A:** Ordinance 168-18.1, Midblock Crosswalks

**Name of Street**

**Location**

Rabbit Hill Road

From a point 460 feet south of the centerline of Cranbury Road (CR 615) at its intersection with Rabbit Hill Road, to a point 6 feet westerly therefrom

**Section 2:** If any part of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of the ordinance. All ordinances or parts of ordinances inconsistent with this ordinance shall be repealed as to their inconsistencies only.

**Section 3:** This ordinance shall take effect as follows: 1) after action or inaction by the Mayor as provided by law or an override of a Mayoral Veto by the Council, whichever is applicable; 2) after publication in accordance with the law.

**Introduction:**

**Public Hearing:**

**Adoption:**

**Mayor's Approval:**

**DOT Approval: Not Necessary**

**Effective Date:**

Explanation – Matter enclosed in bold-faced brackets **[thus]** in the above ordinance is not enacted and is intended to be omitted in the ordinance. Matter underlined thus is new matter.

**REQUEST FOR COUNCIL ACTION**

**Date of Request:** July 6, 2023

**Initiated by:** Jason Harris

**Division/Department:** Code Enforcement

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

An Ordinance to Amend and Supplement Chapter 82 "Fees" Section 82-4 Construction Fees; and Delete Section 82-5 – Electrical Subcode Fees of the Code of the Township of West Windsor (1999).

The ordinance includes modifications from the New Jersey Department of Community Affairs and other edits the Construction Code Official made to conform the township code language and requirements to specific language used in the Uniform Construction Code. The fee revisions are for specific work types. Fee increases defray increased construction code enforcement operating expenses associated with the office performing its responsibilities and maintaining compliance with statutory requirements and regulatory deadlines.

The other amendment to the ordinance is the placement of the section for Electric fees (identified by the capital letter V) where it belongs with the other Construction Fess for the specific work types. By doing so, Section 82-5 – Electrical Subcode Fees is unnecessary and deletion of same is provided for.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N

**OTHER SUPPORTING INFORMATION ATTACHED:**

Construction Official memorandum

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

[Signature] Department/Division Head 7/6/23 Date

**APPROVED FOR AGENDA OF:** \_\_\_\_\_

By: Marlena A. Schmid 07/11/2023  
Marlena Schmid, Business Administrator

**MEETING DATE:** 7/17 Ordinance # 2023-06 Resolution # \_\_\_\_\_

**Council Action Taken:**



---

# West Windsor Township Code Enforcement Division

## Memorandum

To: Francis Guzik  
From: Jason Harris  
Date: 7/6/2023

Francis,

The Code Enforcement Fee Schedule must be modified anytime there is a potential for deficient future funding predicted for the Division.

It has been determined revision of the fees was required to rectify areas of deficient revenue generation for specific work types, addressment of increased costs for operation of this Division (fuel costs, staffing, labor, etc.), and to ensure this office has sufficient future funding available to adequately discharge its responsibilities mandated under the Uniform Construction Code.

In addition to the previous points, recent changes in legislation and additional near future to be instituted legislation changes which directly impact the statutory obligations of the Code Enforcement Division required modification of the fee schedule to ensure adequate funding is made available for future costs of the Division.

The NJ DCA Regulatory Affairs Department has reviewed and approved the revised fee schedule.

If you have any questions regarding this, please do not hesitate to contact me.

**ORDINANCE 2023-06**

**AN ORDINANCE TO AMEND AND SUPPLEMENT  
THE CODE OF THE TOWNSHIP OF WEST WINDSOR (1999)**

**AN ORDINANCE AMENDED AND SUPPLEMENTING CHAPTER 82 “FEES” SECTION 82-4  
AND DELETING SECTION 82-5 – ELECTIRCAL SUBCODE FEES OF THE CODE OF THE  
TOWNSHIP OF WEST WINDSOR (1999)**

Section 1. Chapter 82 of the Code of the Township of West Windsor (1999), Fees, is amended by adding or amending the following language. Language in brackets [] is being deleted and language underlined is being added.

**§ 82-4 Construction fees.**

A. Construction fees shall be as follows:

| <b>Use Group</b> | <b>Fee</b>                 |
|------------------|----------------------------|
| E                | Volume x [.04] <u>.055</u> |
| A-1              | Volume x [.04] <u>.055</u> |
| A-2              | Volume x [.04] <u>.055</u> |
| A-3              | Volume x [.04] <u>.055</u> |
| A-4              | Volume x [.04] <u>.055</u> |
| A-5              | Volume x [.04] <u>.055</u> |
| I-1              | Volume x [.04] <u>.055</u> |
| I-2              | Volume x [.04] <u>.055</u> |
| I-3              | Volume x [.04] <u>.055</u> |
| I-4              | Volume x [.04] <u>.055</u> |
| R-1              | Volume x [.04] <u>.055</u> |
| R-2              | Volume x [.04] <u>.055</u> |
| R-3              | Volume x [.04] <u>.055</u> |
| R-4              | Volume x [.04] <u>.055</u> |
| R-5              | Volume x [.04] <u>.055</u> |
| H                | Volume x [.04] <u>.055</u> |



| Use Group                     | Fee   |
|-------------------------------|---|
| F-1                           | Volume x [.04] <u>.055</u>  |
| F-2                           | Volume x [.04] <u>.055</u>  |
| B                             | Volume x [.04] <u>.055</u>  |
| M                             | Volume x [.04] <u>.055</u>  |
| S-1                           | Volume x [.03] <u>.045</u> ; Large open volume buildings, see Subsection <b>D</b> |
| S-1 Commercial Farm Buildings | Volume x .01 — Not to exceed \$1,800; see Subsection <b>D</b>                     |
| S-2                           | Volume x [.03] <u>.045</u> ; Large open volume buildings, see Subsection <b>D</b> |
| S-2 Commercial Farm Buildings | Volume x .01 — Not to exceed \$1,800; see Subsection <b>D</b>                     |
| U                             | Volume x [.04] <u>.055</u>  |

- B. Building addition: [a] Addition computed per cubic volume. [content times unit rate equals building fee.] Rehabilitation work in conjunction with the addition shall be computed in accordance with subsection “C” below.
- C. Alterations, renovations, repairs and minor work: estimated cost per thousand times \$[35] 38. The [applicant shall submit to the] Division of Code Enforcement may require submission of cost data by a licensed architect or engineer, qualified estimating firm or by contractor bid. The Division of Code Enforcement shall review the estimated construction cost for acceptance.
- D. [Additions and renovations, alterations or repairs: combination of rates provided in Subsections **B** and **C**.] For purposes of calculating the volume to determine the fee for large, open-volume, single story spaces in buildings, such as barns, silos, greenhouses, warehouse, distribution centers, and other agricultural and storage-use occupancies, the height shall be limited to 20 feet, notwithstanding the fact that the actual height of the space may be greater than 20 feet.
- [E.] [For purposes of calculating the volume to determine the fee for large, open-volume, single-story spaces in buildings, such as barns, silos, greenhouses, warehouses, distribution centers, and other agricultural and storage-use occupancies, the height shall be limited to 20 feet notwithstanding the fact that the actual height of the space may be greater than 20 feet.]

[F]E. [Use Group U and miscellaneous uses.] Miscellaneous Group U f[F]at fees are as follows:

- (1) Swimming pools, aboveground:
  - (a) Private pool: \$[100] 185.
  - (b) Public pool: \$[300] 450.
  - (c) Hot tub/spa: \$[100] 150.
- (2) Swimming pools, in-ground:
  - (a) Private pool: \$[260] 300.

- (b) Public pool: \$[650] 750.
- (3) Fences:
  - (a) Group R-5: \$[100] 185.
  - (b) All other groups: [\$35 per \$1,000] As per subsection "C" above.

(c) Pool barriers:

- i. Group R-5: \$185
- ii. All other groups: As per subsection "C" above

(4) Retaining walls:

- (a) [Group R-5: \$100.] Class 3 Group R-3 and R-5, 550 square feet or less of surface area: \$165
- (b) [All other groups: \$35 per \$1,000.] Class 3 Group R-3 and R-5, greater than 550 square feet of surface area: \$225
- (c) All other groups: As per subsection "C" above

[G]F. Signs.

- (1) [Facade skins shall be \$4 per square foot.] Signs shall be \$4 per square foot for the first 100 square feet, \$3 per square foot for the next 400 square feet and \$2 per square foot thereafter.
- (2) [Freestanding signs shall be \$4 per square foot for the first 100 square feet, \$3 per square foot for the next 400 square feet and \$2 per square foot thereafter.] Sign structures: As per subsection "C" above.
- (3) [Ground signs or wall signs shall be \$3 per square foot for the first 100 square feet, \$2.10 per square foot for the next 400 square feet and \$1.40 per square foot thereafter.] Electric for signs: As per subsection "V (1) (j)" below.

[H]G. Tents: The fee for tents, in excess of 16,800 square feet or more than 140 feet in any direction, shall be \$[325] 375.

[I]H. Demolition: [.] [Flat rate depending on building class when occupied shall be as follows:]

- (1) Class I: \$[650] 700.
- (2) Class II: \$[520] 600.
- (3) Class III: \$[260] 300.

(4) Pool demolition:

- (a) Private pool: \$200
- (b) Public pool: \$300

(5) Utility structures appurtenant to a Group R-5 located on the same Block and Lot: \$185

[J]I. Limited certificates of approval.

(1) Limitations.

- (a) Equipment herein below listed shall be granted a certificate of approval by the appropriate subcode official or other approved agency for the duration specified herein:

Cross-connections/backflow preventers, 12 months: \$[50] 65.

- (b) Such equipment shall be periodically re-inspected or tested in accordance with the provisions of the regulations prior to expiration of such certificate of approval and any violations corrected before a new certificate may be issued.
- (c) No such system or assembly shall continue in operation unless a valid certificate of approval has been reissued. It shall be a violation of the regulations for an owner to fail to provide for such periodic inspection and testing.

(2) Revocation. The enforcing agency may revoke a certificate of approval whenever a condition of a certificate has been violated.

(3) Time limit. The provisions of the regulations do not preclude periodic certification pursuant to other applicable laws and ordinances.

[K]J. Certificate of occupancy.

- (1) The fee shall be in the amount of 10% of the new construction permit fee. The minimum fee shall be \$165.
- (2) For one- and two-family dwellings, the minimum fee shall be \$100.
- (3) The fee for a certificate of continued occupancy shall be \$[400] 550.
- (4) The fee for a certificate of occupancy granted to a change of use group shall be \$[400] 550.
- (5) The fee for the first issuance and renewal of a temporary certificate of occupancy shall be \$[35] 30.

[L]K. Fire protection and hazardous equipment.

- (1) Said fees shall be based upon the number of heads or detectors being installed.

**Number of Heads, Detectors**

**or Other Initiating Devices**

**Fee**

1 to 20

Residential

\$[100] 125

Commercial

\$[165] 195

21 to 100

\$[234] 265

101 to 200

\$[448] 490

201 to 400

\$[1,160] 1,225

**Number of Heads, Detectors**

**or Other Initiating Devices**

**Fee**

401 to 1,000 \$[1,605] 1,745

Over 1,000 \$[2,048] 2,175

(2) Independent pre-engineered systems (per system): \$[165] 245.

(3) Gas- or oil-fired appliance which is not connected to the plumbing system (per appliance):

(a) Use group R-5: \$[100] 125.

(b) All other groups: \$[165] 195.

(4) Smoke control systems, flammable combustible liquid tank or fire alarm control panel replacement (per system): \$[165] 245.

(5) Kitchen exhaust system (per system):

(a) Use group R-5: \$[100] 125.

(b) All other groups: \$[165] 195.

(6) Supervisory devices: \$[100] 125.

(7) Signaling devices: \$[165] 195.

(8) Engineered suppression pre-action systems, or dry pipe/alarm valves: \$[165] 195.

(9) Underground storage tank removal:

(a) Group R-5: \$[100] 225.

(b) All other use groups: \$[35] 325.

(10) Above ground flammable/combustible liquid tank removal/installation:

(a) Group R-5: \$[100] 225.

(b) All other use groups: \$[165] 325.

(11) Wood, coal, or solid-fuel burning appliances: \$125.

(12) Spray booths, spaces or rooms, flat fee per room, space or booth: \$[325] 385.

(13) Fireplace venting/metal chimney (each): \$[75] 95.

(14) Exit signs (each): \$45

[M]L. Standpipe, hydrant or fire pump (each): \$[325] 385.

[N]M. Underground water service for protection:

(1) One foot to 500 feet of pipe: \$[400] 475.

(2) Each additional 100 feet of pipe over 500 feet: \$[100] 145.

[O]N. Roofing and siding.

(1) Roofing:

(a) Group R-5: \$[100] 125 (townhouse and duplex structures only).

(b) All other use groups: [\$35 per \$1,000.] As per subsection "C" above.

(2) Siding:

(a) Group R-5: \$[100]125 (polypropylene siding only).

(b) All other use groups: [\$35 per \$1,000] As per subsection "C" above.

[P]O. Administrative fees for asbestos hazard abatement.

(1) An administrative fee of \$[118]125 for each construction permit issued for an asbestos hazard abatement project.

(2) An administrative fee of \$[24]40 for each certificate of occupancy issued following the successful completion of an asbestos hazard abatement project.

[Q]P. Lead abatement.

(1) The fee for a permit for lead hazard abatement work shall be \$[196] 200.

(2) The fee for a lead abatement clearance certificate shall be \$[39] 40.

[R]Q. Plan Review Revisions: The fee of \$[65] 75 per hour or part thereof shall be charged for all plan review revisions. Said fee shall be remitted to the Township of West Windsor at the time of revision. No revision shall be released until payment is received by the Township.

[S]R. Change of contractor.

(1) Group R-5: \$[100] 125.

(2) All other use groups: \$[165] 195 per contractor.

[T]S. Variation.

(1) Group R-5: \$[150] 200.

(2) All other groups: \$[500] 600.

(3) Resubmissions, residential: \$[65] 85.

(4) Resubmissions, all others: \$[200] 250.

[U]T. Plumbing.

(1) Fees shall be \$[35] 40 for each fixture, appliance, appurtenance, vent or stack, but may not be all inclusive: Water closets, urinals, bidets, lavatories, sinks, garbage disposals, bathtubs, showers, floor drains, washing machines, dishwashers, hose bibs, drinking fountains, roof drains, leaders, nontestable backflow preventers, air admittance valves, vents, stacks, water hammer arrestors water filters, indirect

connections, expansion tanks, trap primers, mixing valves for lavatories, swimming pool piping. Gas pipe connections, oil pipe connections, fuel oil connections, Air conditioning units, condensate pumps and line sets, first-time install of sump pump, geothermal wells, condensate drains.

- (2) Fees shall be \$[60] 65 for each of the following items, but may not be all inclusive: Water heater, water softener, swimming pool heaters, chimney liners, air distribution systems, solar systems.
- (3) Fees shall be \$[85] 90 for each of the following items, but may not be all inclusive: Hot air furnaces, hot water boiler, fuel oil equipment, hydronic systems, solar heating systems, split systems, generator, heat pump, air handler.
- (4) Fees shall be \$[100] 105 for each of the following items, but may not be all inclusive: Water service connections, sewer connections, generators, permanent LPG tanks.
- (5) Fees shall be \$[135] 140 for each of the following items, but may not be all inclusive: Sewer ejectors, grease interceptors, oil interceptors, testable backflow device, pumps, commercial-industrial water heaters, commercial rooftop air-conditioning units, commercial refrigeration piping/systems, commercial solar system, dental office piping, solar systems.
- (6) Yearly backflow testing fee shall be \$[50] 65.
- (7) Notwithstanding the individual fee set forth above, the total plumbing subcode fee for a single-family residences shall be \$[100] 125 and the minimum total fee for all other structures shall be \$[165] 195.

[V] U. Mechanical fees.

- 1) Fees shall be as follows for existing use group R3 and R5 under the responsibility of the Plumbing Subcode Official:
  - (a) The fee shall be \$[85] 90 for each of the following items, but may not be all inclusive; Hot air furnace, hot water boiler, fuel oil equipment, steam boiler, oil tank, solar heating systems, hydronic systems and split systems, generator, heat pump, pool heater, air handler, residential lawn sprinkler.
  - (b) The fee shall be \$[60] 65 for each of the following items, but may not be all inclusive: Water heater, chimney liner and air distribution systems.
  - (c) The fee shall be \$[35] 40 for each of the following items, but may not be all inclusive; Each gas pipe connection, each temporary LPG tank, each fuel oil connection, air-conditioning unit, coils, condensate pumps, refrigerant lines, fireplace inserts, [and] combustion air, backflow preventer, humidifiers, first-time install of sump pump, condensate drains.

[(2) All mechanical installations shall be installed by a New Jersey State licensed master HVACR contractor, except in the case of a single-family residence which is owned and occupied by the homeowner, in which the homeowner shall be allowed to perform their own work on their own dwelling. Except for refrigeration piping and chimney verification forms may not be done by the homeowner. ]

V. Electrical fees.

(1) Electrical fixtures and devices.

(a) From 1 to 40 receptacles, fixtures, switches or micro inverters: \$100.

(b) Increments of 25 additional items per "V (1) (a)" above: \$85.

(c) Residential garbage disposals: \$35.

(d) Residential heaters, boilers, etc.: \$35.

(e) Floor heat: \$35.

(f) Heated towel bars: \$35.

(g) Residential sump pumps: \$35.

(h) Residential dishwashers: \$35.

(i) Sewer ejector pump: \$35.

(j) Signs

i. First sign: \$185

ii. Each additional sign: \$100

(k) Closed-circuit TV and intercom:

i. Up to five: \$185.

ii. Six to twenty-five cameras or intercoms additional: \$245.

iii. Twenty-six or more cameras or intercoms additional: \$325.

2. Card reader mag locks:

(a) First door: \$185.

(b) Each additional door: \$45.

3. Motors, variable frequency drives (VFD's) and control systems.

(a) Greater than 1/2 hp or less than or equal to 10 hp: \$35.

(b) Greater than 10 hp or less than or equal to 50 hp: \$145.

(c) Greater than 50 hp or less than or equal to 100 hp: \$225.

(d) Greater than 100 hp: \$565.

4. Electrical devices: transformers and generators.

(a) Greater than 1 kw or less than or equal to 10 kw: \$95.

(b) Greater than 10 kw or less than or equal to 45 kw: \$125.

(c) Greater than 45 kw or less than or equal to 112.5 kw: \$345.

(d) Greater than 112.5 kw: \$590.

5. Service equipment. Term includes service panel, service entrance and subpanels.

(a) Each equipment piece priced as follows:

i. Greater than 0 amp, less than or equal to 200 amps: \$95.

ii. Greater than 200 amps, less than or equal to 1,000 amps: \$390.

iii. Greater than 1,000 amps: \$1,145.

iv. Service equipment: fees for transfer switches equal to service as above.

6. Temporary pole/construction service: \$195.

7. Pools.

(a) Private: permanently installed pools, in-ground or aboveground, including hot tub/spa, fountains (each): \$155.

(b) Public: for fees, apply Subsections “V (1), (3), (5)” above:

i. If applicable, underwater light (each): \$50.

ii. If applicable, panel board (each): \$100.

(c) Annual pool, hot tub, spa inspection:

i. First pool, hot tub, or spa: \$250

ii. Each additional pool, hot tub, or spa located on same Block and Lot: \$175

8. Light standards exceeding eight feet in height (each): \$115.

9. Light standards less than eight feet in height: refer to item Subsection “V (1)”

10. Smoke detectors, heat detectors, fire and burglar alarm expansion modules:

(a) Group R-5 flat rate: \$65.

(b) All other groups:

i. One to twenty: \$225 each.

ii. Each twenty-five additional: \$125.

(c) Electrically operated fire dampers (each): \$65.

11. Commercial alarm control unit: \$200.

(a) Communications EF, MDF, IDF, TL: \$165.

12. Commercial lighting control panels (each): \$100.

13. Commercial building automation systems and satellite systems (each): \$245

14. Solar photovoltaic panels, ground or roof mounted: \$15 per panel.

W. The fee for development-wide inspection of homes, after issuance of a certificate of occupancy, that is



ordered pursuant to N.J.A.C. 5:23-2.35 shall be an amount equal to twice the hourly base salary paid to any licensed code official performing the work or the hourly fees charged to the municipality by a professional contracted to provide such services pursuant to N.J.A.C. 5:23-2.35.

[W]X. Technical section. The minimum fee for a technical section shall be as follows:

(1) Group R-5 use: \$[100] 125.

(2) All other groups: \$[165] 195.

Y. [Plan review. The plan review fee shall be 5% of the total of the building, electric, plumbing and fire fees. ] For Plan Review, except as otherwise provided for in N.J.A.C. 5:23-4.18 (b), the fee shall be:

(1) Twenty five (25) percent of the cost of the construction permit for other than prototype plans.

(2) Five (5) percent of the cost of the construction permit for prototype plans.

[Y]Z. State of New Jersey training. In order to provide for the training and certification and technical support programs required by the State Uniform Construction Code Act, the enforcing agency, including the Division of Code Enforcement when acting as the local agency, shall collect a surcharge fee to be based upon the volume of new construction within the municipality. The fee shall be in the amount of \$0.00371 per cubic foot volume of new construction and additions. The fee for all other construction shall be \$1.90 per \$1,000 of cost. The minimum permit surcharge shall be \$1. (Elevators, lead and asbestos per state fee schedule)

[Z]AA. Annual construction permit.

(1) The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building, fire protection, electrical and plumbing. Fees shall be as follows: per state fee schedule. Annual permit fees are not refundable.

(2) Prior to the issuance of an annual permit, a training registration fee of \$140.00 per Subcode and a list of not more than three individuals to be trained per Subcode shall be submitted by the applicant to the West Windsor Township Code Enforcement Division.

[AA]BB. Contractor registration: The fee shall be \$125 for a three-year term (commercial contractor's license only).

[BB]CC. Waiver of construction permit fees.

- (1) No person shall be charged a construction permit surcharge fee or enforcing agency fee for any construction, reconstruction, alteration or improvement designed and undertaken solely to promote accessibility by disabled persons to an existing private structure or any of the facilities contained herein.
- (2) A disabled person, or a parent or sibling of a disabled person, shall not be required to pay any municipal fee or charge in order to secure a construction permit for any construction, reconstruction, alteration or improvement which promotes accessibility to his or her own living unit.
- (3) "Disabled person" means a person who has the total and permanent inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment, including blindness, and shall include but not be limited to any resident of this state who is disabled pursuant to the federal Social Security Act (42 U.S.C. § 416), or the federal Railroad Retirement Act of 1974 (45

U.S.C. § 231 et seq.) or is rated as having a 60% disability or higher pursuant to any federal law administered by the United States Veterans' Act. For purposes of this subsection, "blindness" means central visual acuity of 20/200 or less in the better eye with the use of a correcting lens. An eye which is accompanied by a limitation in the fields of vision such that the widest diameter of the visual field subtends an angle no greater than 20° shall be considered as having a central visual acuity of 20/200 or less.

[CC]DD. Penalties. Penalties may be levied by an enforcing agency as follows:

- (1) Up to \$1,000 per violation for failure or refusal to comply with any lawful order, unless the failure or refusal to comply is done with the knowledge that it will endanger the life or safety of any person, in which case the penalty shall be up to \$2,000 per violation;
- (2) Up to \$2,000 per violation for failure to obtain a required permit prior to commencing construction or for allowing a building to be occupied without a certificate of occupancy;
- (3) Up to \$2,000 per violation for failure to comply with a stop construction order;
- (4) Up to \$2,000 per violation for willfully making a false or misleading written statement, or willfully omitting any required information or statement in any application or request for approval;
- (5) Up to \$500 per violation for any violation not covered under Subsection [CC]DD(1) through (4) above.
- (6) For purposes of this subsection, in an occupied building, a code violation involving fire safety, structural soundness or the malfunctioning of mechanical equipment that would pose a life safety hazard shall be deemed to endanger the life or safety of a person. In an unoccupied building, a code violation of a requirement intended to protect members of the public who are walking by the property shall be deemed to endanger the life or safety of a person.
- (7) All monies collected shall be collected under penalty provisions of the UCC. All penalties collected shall be retained by the Division of Code Enforcement and shall be placed in a special trust fund to be applied to the cost to the division for training, technical support programs, certification, new equipment and transportation. An independent fund shall be set up and retained by the Director of Finance to be the trustee of this account.

Section 2. Chapter 82 of the Code of the Township of West Windsor (1999), Fees, subsection 82-5 "Electrical Subcode fees" is amended by deleting the subsection language in its entirety and the subsection shall be marked as "RESERVED".

Section 3. SEVERABILITY. Where any section, subsection, sentence, clause, or phrase of these regulations is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof, other than the part so declared.

Section 4. This ordinance shall take effect twenty (20) days after action or inaction by the Mayor as approved by law, or an override of a mayoral vote by the Council, whichever is applicable; and upon publication according to law.

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYORAL APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: July 6, 2023

Initiated By: John V. Mauder Division/Department: Administration

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Introduction of Capital Improvement Ordinance Providing for Various Capital Improvements and Other Related Expenses Appropriating \$455,000.00.

SOURCE OF FUNDING:

These Projects are Fully Funded by Monies currently Held in the Open Space Tax Trust Fund Account.

CONTRACT AMOUNT:

N/A

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Summary

S:\AGENDA INBOX (file name) 2023 Capital Ordinance – General Capital

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder 7/6/23  
Department/Division Head Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Martena A. Schmid 07/11/2023  
Martena A. Schmid, Business Administrator

**\*\* PLEASE NOTE \*\* DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 7/17 Ordinance # 2023-07 Resolution # \_\_\_\_\_

Council Action Taken:

2023-07  
TOWNSHIP OF WEST WINDSOR

CAPITAL IMPROVEMENT ORDINANCE PROVIDING FOR VARIOUS CAPITAL  
IMPROVEMENTS AND OTHER RELATED EXPENSES IN OR FOR THE TOWNSHIP OF WEST  
WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY APPROPRIATING THE AMOUNT OF  
\$455,000.00

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR,  
COUNTY OF MERCER, STATE OF NEW JERSEY, AS FOLLOWS:

SECTION 1. The improvements described in Section 2 of this Capital Improvement Ordinance are hereby authorized to be undertaken by the Township of West Windsor, New Jersey as General Improvements. For the improvements described in Section 2 there is hereby appropriated the sum of \$445,000.00.

SECTION 2. The description of the improvements required are as follows:

GENERAL IMPROVEMENT APPROPRIATIONS

|  |                      |
|--|----------------------|
| 1) Open Space Land Acquisition – Consultant Fees | \$ 10,000.00         |
| 2) Parks Open Space - Maintenance Program        | \$ 120,000.00        |
| 3) Parks Open Space – Development Program        | \$ 200,000.00        |
| 4) Preserve Open Space - Maintenance Program     | \$ 100,000.00        |
| 5) Preserve Open Space - Development Program     | \$ 25,000.00         |
| <b>TOTAL</b>                                     |                      |
|  | <b>\$ 455,000.00</b> |

SECTION 3. The improvements described in Section 2 of this Capital Improvement Ordinance are financed from funds already received by the Township of West Windsor which are presently being held in the following accounts:

|  |                      |
|--|----------------------|
| 1) Reserve for Open Space Tax Trust Fund | \$ 10,000.00         |
| 2) Reserve for Open Space Tax Trust Fund | \$ 120,000.00        |
| 3) Reserve for Open Space Tax Trust Fund | \$ 200,000.00        |
| 4) Reserve for Open Space Tax Trust Fund | \$ 100,000.00        |
| 5) Reserve for Open Space Tax Trust Fund | \$ 25,000.00         |
| <b>TOTAL</b>                             | <b>\$ 455,000.00</b> |

SECTION 4. This Ordinance shall take effect twenty (20) days after action or Inaction by the Mayor as provided by law or an override of a mayoral veto by the Council, whichever is applicable. Publication shall be in accordance to law.

INTRODUCTION: July 17, 2023  
PUBLIC HEARING: August 14, 2023  
ADOPTION:  
MAYOR APPROVAL:  
EFFECTIVE DATE:

**REQUEST FOR COUNCIL ACTION**

Date of Request: July 5, 2023

Initiated By: John V. Mauder Division/Department: Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Introduction of Capital Improvement Ordinance Providing for Various Capital Improvements and Other Related Expenses Appropriating \$250,000.00.

**SOURCE OF FUNDING:**

This Project is Fully Funded by Monies currently Held in the Off-Tract Road Assessment Trust Fund Account.

**CONTRACT AMOUNT:**

N/A

**CONTRACT LENGTH:**

N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Ordinance Summary  
June 19, 2023 Memorandum from Township Engineer Guzik

S:\AGENDA INBOX (file name) 2023 Off Tract Capital Ordinance

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

John V. Mauder July 5, 2023  
Department/Division Head Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena R. Schmid 07/11/2023  
Marlena Schmid, Business Administrator

**\*\* PLEASE NOTE \*\* DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 7/17 Ordinance # 2023-08 Resolution # \_\_\_\_\_

Council Action Taken:

2023-08

TOWNSHIP OF WEST WINDSOR

CAPITAL IMPROVEMENT ORDINANCE PROVIDING FOR CAPITAL IMPROVEMENTS AND OTHER RELATED EXPENSES IN OR FOR THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY APPROPRIATING THE AMOUNT OF \$250,000.00

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY, AS FOLLOWS:

SECTION 1. The improvement described in Section 2 of this Capital Improvement Ordinance is hereby authorized to be undertaken by the Township of West Windsor, New Jersey as General Improvements. For the improvement described in Section 2 there is hereby appropriated the sum of \$250,000.00.

SECTION 2. The description of the improvement required is as follows:

GENERAL IMPROVEMENT APPROPRIATIONS

|   |              |
|---|--------------|
| Professional services related to an update of the Township Capital Improvement Plan of the Circulation Plan Element | \$250,000.00 |
| TOTAL   | \$250,000.00 |

SECTION 3. The improvement described in Section 2 of this Capital Improvement Ordinance is financed from funds already received by the Township of West Windsor which are presently being held in the following account:

|  |              |
|--|--------------|
| Off-Tract Road Assessment Trust Fund Account | \$250,000.00 |
| TOTAL  | \$250,000.00 |

SECTION 4. This Ordinance shall take effect twenty (20) days after action or inaction by the Mayor as provided by law or an override of a mayoral veto by the Council, whichever is applicable. Publication shall be in accordance to law.

INTRODUCTION: July 17, 2023  
PUBLIC HEARING: August 14, 2023  
ADOPTION:  
MAYOR APPROVAL:  
EFFECTIVE DATE:

**REQUEST FOR COUNCIL ACTION**

Date of Request: July 6, 2023

Initiated By: John V. Mauder Division/Department: Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Bond Ordinance providing for various capital improvements of the Township of West Windsor, appropriating the aggregate amount of \$9,737,795, authorizing the issuance of \$8,273,700 in bonds and notes.

**SOURCE OF FUNDING:**

Capital – Down Payment and Debt Authorized

**CONTRACT AMOUNT:**

N/A

**CONTRACT LENGTH:**

N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Ordinance Summary

S:\AGENDA INBOX (file name) 2023 General Improvement Bond Ordinance

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

John V. Mauder 7/6/23  
Department/Division Head Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena Schmid 07/11/2023  
Marlena Schmid, Business Administrator

**\*\* PLEASE NOTE \*\* DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 7/17 Ordinance # 2023-09 Resolution # \_\_\_\_\_

Council Action Taken:

2023-09

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$9,737,795 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$8,273,700 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Township of West Windsor, in the County of Mercer, New Jersey (the "Township") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$9,737,795, including grants expected to be received from the State of New Jersey Department of Transportation in the total amount of \$466,000 for the Bikeway Program on Conover Road and Transit Village Program on Wallace Road described in Section 3(D)(2) hereof; \$362,410 for the New Edinburg Road Resurfacing II Program described in Section 3(D)(4); \$222,000 for the Alexander Road Pedestrian Safety Program described in Section 3(D)(5) (collectively, the "State Grants") and further including the aggregate sum



of \$413,685 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments and in anticipation of receipt of the State Grants, negotiable bonds are hereby authorized to be issued in the principal amount of \$8,273,700 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

| Purpose   | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|---|----------------------------------|--|----------------------|
| <b>A) ADMINISTRATION</b>  |                                  |  |                      |
| 1) <u>Acquisition of Equipment - Non Vehicular</u> Network, computer, printer and scanner replacement and/or upgrades, including all related costs and expenditures incidental thereto. | \$155,000                        | \$150,000                                  | 5 years              |
| 1a) <u>Acquisition of Equipment - Vehicular</u> Replacement of a van, including all related costs and expenditures incidental thereto.  | \$23,500                         | \$20,000                                   | 5 years              |

| Purpose   | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|---|----------------------------------|--|----------------------|
| <p>2) <u>Municipal Facilities and Related Improvements</u><br/> Improvements to the Municipal Administration Building, including all work and materials necessary therefor and incidental thereto.</p>  | \$25,200                         | \$24,000                                   | 15 years             |
| <p>3) <u>Municipal Facilities and Related Improvements</u><br/> Improvements to the Health and Recreation Building and fire alarm upgrades to Fire and Emergency Services Station 45, including all work and materials necessary therefor and incidental thereto.</p> | \$101,850                        | \$97,000                                   | 15 years             |
| <p>4) <u>Municipal Facilities and Related Improvements</u><br/> Security system upgrades for various municipal buildings, including all work and materials necessary therefor and incidental thereto.</p>   | \$10,500                         | \$10,000                                   | 10 years             |
| <p>5) <u>Municipal Facilities and Related Improvements</u><br/> Police/Court underground fuel storage tank removal and replacement, including all work and materials necessary therefor and incidental thereto.</p>   | \$126,000                        | \$120,000                                  | 15 years             |
| <p>6) <u>Municipal Facilities and Related Improvements</u><br/> Improvements to the Arts Council Building, including all work and materials necessary therefor and incidental thereto.</p>  | \$5,040                          | \$4,800                                    | 15 years             |
| <p>7) <u>Municipal Facilities and Related Improvements</u><br/> Interior improvements to the Senior Center Building, including all work and materials necessary therefor and incidental thereto.</p>  | \$25,200                         | \$24,000                                   | 10 years             |

| <u>Purpose</u>   | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|--|----------------------------------|--|----------------------|
| <b>8) <u>Municipal Facilities and Related Improvements</u></b><br>PJ Fire Station infrastructure improvements, including all work and materials necessary therefor and incidental thereto.                                   | \$50,400                         | \$48,000                                   | 15 years             |
| <b>B) CLERK</b><br><br><u>Acquisition of Equipment</u><br>1) Replacement program for scanners, including all related costs and expenditures incidental thereto.  | \$15,225                         | \$14,500                                   | 5 years              |
| 2) Shelving for permanent documents, including all related costs and expenditures incidental thereto.  | \$2,520                          | \$2,400                                    | 5 years              |
| <b>C) COMMUNITY DEVELOPMENT – CODE ENFORCEMENT</b><br><br><u>Acquisition of Equipment - Vehicular</u><br>Acquisition of a four-wheel drive utility vehicle, including all related costs and expenditures incidental thereto. | \$39,900                         | \$38,000                                   | 5 years              |
| <b>D) COMMUNITY DEVELOPMENT – ENGINEERING</b><br><br>1) <u>Acquisition of Equipment</u><br>Undertaking of digital tax map conversion, including all work and materials necessary therefor and incidental thereto.            | \$226,800                        | \$216,000                                  | 10 years             |

| <u>Purpose</u>   | <u>Appropriation and Estimated Cost</u>  | <u>Estimated Maximum Amount of Bonds or Notes</u> | <u>Period of Usefulness</u> |
|--|--|---|-----------------------------|
| <p>2) <u>Bicycle and Pedestrian Improvements</u><br/> The Bike Lane Extension Program, the Sidewalk Extension Program, the Crosswalk Improvement Program, sidewalk repairs and street trees improvements, Bikeway Program from Conover Road to South Post Road and the Transit Village Program to the Wallace Road and Scott Avenue intersection, all as shown on a list on file in the office of the Clerk, which list is hereby incorporated by reference, including all work and materials necessary therefor and incidental thereto.</p> | <p>\$1,022,500<br/> (including a grant expected to be received from the State of New Jersey Department of Transportation in the amount of \$466,000 for Conover Road Bike Program and the Wallace Road Transit Village Program improvements portion)</p> | <p>\$530,000</p>                                  | <p>10 years</p>             |
| <p>3) <u>Drainage Improvements</u><br/> Emergency road and drainage repairs, all as shown on a list on file in the office of the Clerk, which list is hereby incorporated by reference, including all work and materials necessary therefor and incidental thereto.</p>  | <p>\$50,400</p>  | <p>\$48,000</p>                                   | <p>20 years</p>             |
| <p>4) <u>Roadway Improvements</u><br/> Annual Residential Road Improvement Program and Annual Road Improvement Program – Collector Roads, Vaughn Drive extension and New Edinburg Road Resurfacing II, all as shown on a list on file in the office of the Clerk, which list is hereby incorporated by reference, including all work and materials necessary therefor and incidental thereto.</p>  | <p>\$2,640,910<br/> (including a grant expected to be received from the State of New Jersey Department of Transportation in the amount of \$362,410 for New Edinburg Road Resurfacing II portion)</p>  | <p>\$2,170,000</p>                                | <p>10 years</p>             |

| <u>Purpose</u>   | <u>Appropriation and Estimated Cost</u>   | <u>Estimated Maximum Amount of Bonds or Notes</u> | <u>Period of Usefulness</u> |
|--|---|---|-----------------------------|
| <p>5) <u>Traffic Safety Improvements - Hazard Mitigation &amp; Other Improvements</u><br/> Signage and striping improvements, Grover's Mill Dam inspection and repairs, Wallace Road Bus Garage remediation program, compost facility remediation, annual flood abatement program, EAB Management Program-street trees, annual utility maintenance and improvements program and Safe Streets to Transit Program for pedestrian safety at Alexander Road, including all work and materials necessary therefor and incidental thereto.</p> | <p>\$500,250<br/> (including a grant expected to be received from the State of New Jersey Department of Transportation in the amount of \$222,000 for the Alexander Road Pedestrian Safety portion)</p> | <p>\$265,000</p>                                  | <p>10 years</p>             |
| <p>6) <u>Municipal Facilities and Related Improvements-Sewer</u><br/> Sewer extension and pump station improvements, including all work and materials necessary therefor and incidental thereto.</p>   | <p>\$525,000</p>  | <p>\$500,000</p>                                  | <p>40 years</p>             |
| <p><b>E) COMMUNITY DEVELOPMENT – LAND USE</b><br/><br/> <u>Municipal Properties Improvements</u><br/> Street Tree Planting Program, municipal tract landscaping, acquisition of community identification signs and Schenck Barn roof improvements, including all work and materials necessary therefor and incidental thereto.</p>   | <p>\$189,000</p>  | <p>\$180,000</p>                                  | <p>10 years</p>             |
| <p><b>F) HEALTH, HUMAN SERVICES AND RECREATION</b><br/><br/> 1) <u>Acquisition of Equipment – Vehicular</u><br/> Replacement of a four-wheel drive utility vehicle for the Health Department, including all related costs and expenditures incidental thereto.</p>   | <p>\$63,000</p>   | <p>\$60,000</p>                                   | <p>5 years</p>              |

| Purpose  | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|--|----------------------------------|--|----------------------|
| 2) <u>Municipal Park Improvements</u><br>Park improvements, all as shown on a list on file in the office of the Clerk, which list is hereby incorporated by reference, including all work and materials necessary therefor and incidental thereto. | \$25,200                         | \$24,000                                   | 15 years             |
| 3) <u>Municipal Facilities and Related Improvements</u><br>Improvements to the Senior Center, including all work and materials necessary therefor and incidental thereto.  | \$25,200                         | \$24,000                                   | 5 years              |
| 4) <u>Acquisition of Equipment</u><br>Acquisition of office furniture for the Senior Center, including all work and materials necessary therefor and incidental thereto.   | \$5,250                          | \$5,000                                    | 5 years              |
| <b>G) PUBLIC SAFETY – FIRE &amp; EMERGENCY SERVICES</b>  |                                  |  |                      |
| 1) <u>Acquisition of Equipment – Non Vehicular</u><br>Replacement of automatic external defibrillators (AEDs), including all related costs and expenditures incidental thereto.  | \$75,600                         | \$72,000                                   | 10 years             |
| 2) <u>Acquisition of Equipment – Non Vehicular</u><br>Purchase of personal protective equipment (PPE) for firefighters, including all related costs and expenditures incidental thereto.   | \$50,400                         | \$48,000                                   | 10 years             |
| 3) <u>Acquisition of Equipment - Vehicular</u><br>Replacement of Rescue 43 fire engine, including all related costs and expenditures incidental thereto.   | \$1,001,000                      | \$955,000                                  | 10 years             |
| a) Purchase of new inspection vehicles, including all related costs and expenditures incidental thereto.   | \$80,500                         | \$75,000                                   | 5 years              |

| Purpose   | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|---|----------------------------------|--|----------------------|
| <b>4) <u>Municipal Facilities and Related Improvements</u></b><br>Building and general improvements to the PJ Firehouse and sprinkler system replacement to Station 43 WW Firehouse, including all work and materials necessary therefor and incidental thereto.  | \$204,750                        | \$195,000                                  | 15 years             |
| <b>5) <u>Municipal Facilities and Related Improvements</u></b><br>a) Building and general improvements to the Fire & Emergency Services Facility, including all work and materials necessary therefor and incidental thereto.   | \$25,100                         | \$24,000                                   | 15 years             |
| b) Furniture and equipment for Emergency Operations Center, including all work and materials necessary therefor and incidental thereto.   | \$50,500                         | \$48,000                                   | 5 years              |
| <b>H) PUBLIC SAFETY – POLICE</b><br><b>1) <u>Acquisition of Equipment – Office/Computer</u></b><br>Technology and computer replacement, software replacement, digital mugshot system, security systems upgrade project, DWI and DB interview rooms Axon System, radio system, facility situational awareness program, communication center and multi-task and surveillance solution upgrades and improvements, including all related costs and expenditures incidental thereto. | \$509,250                        | \$485,000                                  | 5 years              |
| <b>2) <u>Acquisition of Equipment – Vehicular</u></b><br>Acquisition of a four-wheel drive utility vehicle, including all related costs and expenditures incidental thereto.  | \$110,250                        | \$105,000                                  | 5 years              |

| <u>Purpose</u>  | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|---|----------------------------------|--|----------------------|
| 3) <u>Acquisition of Equipment – Non Vehicular</u><br>Acquisition of firearms, portable radios, emergency equipment for patrol vehicles and mobile data terminals, including all related costs and expenditures incidental thereto. | \$168,000                        | \$160,000                                  | 10 years             |
| 4) <u>Municipal Facilities and Related Improvements</u><br>Improvements to the Municipal Police/Court Building, including all work and materials necessary therefor and incidental thereto.   | \$25,200                         | \$24,000                                   | 15 years             |
| <b>I) PUBLIC WORKS</b>  |                                  |  |                      |
| 1) <u>Acquisition of Equipment – Non Vehicular</u><br>Remote monitoring for pump station, including all related costs and expenditures incidental thereto.  | \$68,250                         | \$65,000                                   | 10 years             |
| 2) <u>Acquisition of Equipment – Vehicular</u><br>Acquisition of trucks, dump trucks, mason dump truck, combination truck and two field lining paint strippers, including all related costs and expenditures incidental thereto.    | \$1,118,250                      | \$1,065,000                                | 5 years              |
| 3) <u>Municipal Facilities and Related Improvements</u><br>Building and general improvements to the Municipal Public Works Complex, including all work and materials necessary therefor and incidental thereto.                     | \$25,200                         | \$24,000                                   | 15 years             |
| 4) <u>Municipal Facilities and Related Improvements – Sewer</u><br>Sanitary sewer system improvements and storm sewer improvements, including all work and materials necessary therefor and incidental thereto.                     | \$270,900                        | \$258,000                                  | 40 years             |



| Purpose   | Appropriation and Estimated Cost | Estimated Maximum Amount of Bonds or Notes | Period of Usefulness |
|---|----------------------------------|--|----------------------|
| <b>J) RECREATION – SWIM POOL</b><br><br><u>Swim Pool Complex</u><br>General improvements to the swim pool complex and water works, including all related costs and expenditures incidental thereto. | \$100,800                        | \$96,000                                   | 15 years             |
| <b>TOTALS:</b>  | <b>\$9,737,795</b>               | <b>\$8,273,700</b>                         |                      |

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment or the State Grants, as applicable, for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or

private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Township may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 11.99 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$8,273,700, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$900,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The Township hereby declares the intent of the Township to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or, if other than the State Grants referred to in Section 1 hereof, to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**REQUEST FOR COUNCIL ACTION**

Date of Request: July 6, 2023

Initiated By: John V. Mauder Division/Department: Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Bond Ordinance providing for Sewer Collection System and Pump Station Improvements of the Township of West Windsor, appropriating the aggregate amount of \$6,000,000, authorizing the issuance of \$3,100,000 in bonds and notes.

**SOURCE OF FUNDING:**

Capital – Down Payment and Debt Authorized

**CONTRACT AMOUNT:**

N/A

**CONTRACT LENGTH:**

N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Ordinance Summary

S:\AGENDA INBOX (file name) 2023 Sewer Improvement Bond Ordinance

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

John V. Mauder 7/6/23  
Department/Division Head Date

APPROVED FOR AGENDA OF: July 17, 2023

By: Marlena A. Schmid 07/11/2023  
Marlena Schmid, Business Administrator

**\*\* PLEASE NOTE \*\* DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 7/17 Ordinance # 2023-10 Resolution # \_\_\_\_\_

Council Action Taken:

2023-10

BOND ORDINANCE PROVIDING FOR SEWER COLLECTION SYSTEM AND PUMP STATION IMPROVEMENTS IN AND BY THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$6,000,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,100,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Township of West Windsor, in the County of Mercer, New Jersey (the "Township") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$6,000,000, including the sum of \$2,900,000 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$3,100,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is sewer collection system and pump station improvements, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this

bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of



the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$3,100,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$600,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Township hereby declares the intent of the Township to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such

undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.