

**MEETING TO BE  
LIVE STREAMED AT  
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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**

**October 10, 2023**

Zoom and YouTube are for the convenience of residents to participate and view Township Council Meetings. If there is a technical failure for either of these applications this does not violate the Open Meetings Act and the meeting will still continue. Per Resolution 2023-03

7:00 P.M.

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.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration
6. Public Comment: (30 minute comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments
10. Public Hearings
11. Consent Agenda

A. Resolutions

2023-R188 Authorizing the Release of Inspection  
Escrow Balances for Various Developers

B. Minutes

September 12, 2023 - Business Session - as amended

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2023-R189 Authorizing the Mayor and Clerk to Execute the  
Collective Bargaining Agreement with West Windsor  
White and and Blue-Collar Workers Unit Affiliated  
with Communication Workers of America (CWA) Local  
1032 for the Period from January 1, 2023 through  
December 31, 2026

2023-R190 Authorizing the Mayor and Clerk to Execute the  
Collective Bargaining Agreement with the West  
Windsor Professional Firefighters Association  
(IAFF) Local 3610 of the International  
Association of Firefighters AFL-CIO, CLC for the  
Period from January 1, 2023 through December 31,  
2026

2023-R191 Authorizing the Insertion of a Special Item of  
Revenue Into the 2023 Municipal Budget from the  
State of New Jersey Strengthening Local Public  
Health Capacity Program 2023-2024 - \$406,046.00

2023-R192 Authorizing the Mayor and Clerk to Execute a  
Contract with Manny Concrete, LLC for the 2023  
Sidewalk Repair Program - \$121,656.00

2023-R193 Authorizing the Mayor and Clerk to Execute a One  
Year Contract with Scheideler Excavating Company,  
Inc. for Snow Removal Services Through October  
31, 2024

14. Introduction of Ordinances

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

16. Council Reports/Discussion/New Business
17. Administration Updates
18. Closed Session
19. Adjournment



## RESOLUTION

WHEREAS, the following Developers completed the construction of land development projects approved through the West Windsor Township Planning Board; and

WHEREAS, in conjunction with the project, the Developers deposited inspection fee escrows 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 projects have been completed; and

WHEREAS, there remains a partial balance in the Developers' inspection fee escrow account, which the Developers are entitled to have refunded; and

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

<u>Deposit Date</u>	<u>Developer</u>	<u>Project ID</u>	<u>Project Name</u>	<u>Escrow Balance</u>
5/19/2010	West Windsor Gardens, LLC	PB 05-03 II L	Sec. 2, 5+6 Landscaping	\$ 3,754.95
5/19/2010	West Windsor Gardens, LLC	PB 05-03 II Sew	Sec. 2, 5+6 Sewer	\$ 2,505.00
3/2/2012	West Windsor Gardens, LLC	PB 05-03.3 L	Sec. 3 & 4 Landscaping	\$ 4,076.94
3/27/2009	West Windsor Gardens, LLC	PB 05-03 C	County Rd. Imp.	\$ 1,203.58
3/27/2009	West Windsor Gardens, LLC	PB 05-03 MR	Meadow Road Jughandle	\$ 1,169.73
3/27/2009	West Windsor Gardens, LLC	PB 05-03 L	Sec 1 Landscaping	\$ 17,009.87
3/27/2009	West Windsor Gardens, LLC	PB 05-03 S	Sec 1 On Site Imp.	\$ 8,084.54
8/13/2009	West Windsor Gardens, LLC	PB 05-03 RES	Restoration	\$ 9,096.26
3/25/2010	West Windsor Gardens, LLC	PB 05-03 II	Sec. 2, 5+6 On Site Imp	\$ 8,282.78
3/5/2012	West Windsor Gardens, LLC	PB 05-03.3	Sec. 3 & 4 On Site Imp	\$ 13,947.82
4/18/2013	The Glen at West Windsor LLC	PB 10-01 L	Landscaping	\$ 4,659.03
8/9/2012	The Glen at West Windsor LLC	PB 10-01 R	Restoration	\$ 430.73
4/18/2013	The Glen at West Windsor LLC	PB 10-01	On Site Improvements	\$ 41,899.27

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 Developers the balance of the escrow deposit, and any applicable interest to which the Developers are entitled.

Adopted: October 10, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 10<sup>th</sup> day of October 2023.

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

**REQUEST FOR COUNCIL ACTION**

Date of Request: 09/25/23

Initiated By: Kerry Giammetta Division/Department: Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Resolution authorizing the approval of MOA between Communications Workers of America Local 1032 and West Windsor Township allowing for execution of bargaining unit contract from January 1, 2023- December 31, 2026.

**SOURCE OF FUNDING:** general fund/salary and wage ordinance

**CONTRACT AMOUNT:**

**CONTRACT LENGTH:** January 1, 2023- December 31, 2026

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution  
MOA

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

Kerry Giammetta 9/29/23 Kerry Giammetta 10/3/23  
Department/Division Head Date

**APPROVED FOR AGENDA OF:**

By Marlena Schmid 10/02/2023  
Marlena Schmid, Business Administrator

MEETING DATE: 10/10/23 Ordinance # \_\_\_\_\_ Resolution # 2023-R189

Council Action Taken:

RESOLUTION

WHEREAS, in 2023 negotiations between the Township of West Windsor and West Windsor White and Blue-Collar Workers Unit Affiliated with Local 1032 Communication Workers of America (the “Parties”) were initiated; and

WHEREAS, the collective bargaining negotiations process has recently been completed with the approval of a contract for the period from January 1, 2023 through December 31, 2026; and

WHEREAS, the negotiation teams of both the Township of West Windsor and the White and Blue-Collar Workers Unit Affiliated with Local 1032 Communication Workers of America recommend to the Mayor and Township Council that the agreement attached hereto reflects accurately all of the matters bargained and is in the best interest of both the employees in the bargaining unit and the Township.

NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Mayor and Township Clerk are hereby authorized and directed to execute an agreement with West Windsor White and Blue-Collar Workers Unit Affiliated with Local 1032 Communication Workers of America

Adopted:      October 10, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 10th day of October, 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: 9/29/26

Initiated By: Kerry Giammetta Division/Department: Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Resolution authorization the execution of the IAFF Local 3610 Collective Bargaining Agreement between West Windsor Township and the West Windsor Professional Firefighters Association Local 3610 of the International Association of Firefighters AFL-CIO, CLC

**SOURCE OF FUNDING:**

**CONTRACT AMOUNT:**

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

MOA between West Windsor Township and West Windsor Professional Firefighters Association Local 3610 of the International Association of Firefighters AFL-CIO, CLC Resolution

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

Kerry Giammetta Kerry Giammetta 9/29/23 10/3/23  
Department/Division Head Date

**APPROVED FOR AGENDA OF:**

By: Marlene Schmid 10/02/2023  
Marlene Schmid, Business Administrator

MEETING DATE: 10/10/23 Ordinance # \_\_\_\_\_ Resolution # 2023-R190

Council Action Taken:



RESOLUTION

WHEREAS, in 2023 negotiations between the Township of West Windsor and the West Windsor Professional Firefighters Association Local 3610 of the International Association of Firefighters AFL-CIO, CLC (the “Parties”) were initiated; and

WHEREAS, the collective bargaining negotiations process has recently been completed with the approval of a contract for the period from January 1, 2023 through December 31, 2026; and

WHEREAS, the negotiation teams of both the Township of West Windsor and the West Windsor Professional Firefighters Association Local 3610 of the International Association of Firefighters AFL-CIO, CLC America recommend to the Mayor and Township Council that the agreement attached hereto reflects accurately all of the matters bargained and is in the best interest of both the employees in the bargaining unit and the Township.

NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Mayor and Township Clerk are hereby authorized and directed to execute an agreement with West Windsor Professional Firefighters Association Local 3610 of the International Association of Firefighters AFL-CIO, CLC.

Adopted: October 10, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 10th day of October, 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: September 22, 2023

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Resolution providing for insertion of the State of New Jersey Strengthening Local Public Health Capacity 2023-2024 in the 2023 Budget. The Township has been approved for funding by the State of New Jersey Department of Health from 07/01/ 2023-06/30/2024 in the amount of \$406,046.00

**SOURCE OF FUNDING:**

State of New Jersey

**CONTRACT AMOUNT:**

\$406,046.00

**CONTRACT LENGTH:**

N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Notice of Grant Award

S:\AGENDA INBOX (file name) ch159Strengthening-2023-24

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

John V. Mauder 9/22/23  
Department/Division Head Date

APPROVED FOR AGENDA OF: October 10, 2023

By: Marlena A. Schmid 10/10/2023  
Marlena 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: 10/10/23 Ordinance # \_\_\_\_\_ Resolution # 2023-R191

Council Action Taken:

RESOLUTION

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF  
REVENUE IN THE BUDGET OF THE TOWNSHIP OF WEST WINDSOR  
PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any such item of revenue in the budget of the county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of any item of appropriation of equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor, in the County of Mercer, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Strengthening Local Public Health Cap. 2024(LHOC) 104664 \$183,822  
Strengthening Local Public Health Cap. 2024(IDPG) 104663 \$192,216  
Strengthening Local Public Health Cap. 2024(OP) 104665 \$ 30,008

BE IT FURTHER RESOLVED that a like sum of \$406,046.00 and the same is hereby appropriated under the following captions:

Strengthening Local Public Health Cap. 2024(LHOC)10660564 \$183,822  
Strengthening Local Public Health Cap. 2024(IDPG) 10660563 \$192,216  
Strengthening Local Public Health Cap. 20244(OP) 10660565 \$ 30,008

Adopted: October 10, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 10th day of October 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 9/28/2023

Initiated By: **Dan Dobromilsky** Department of Comm. Dev./Engineering

**ACTION REQUESTED/EXECUTIVE SUMMARY:** Adoption of a resolution authorizing the award of a Contract for the 2023 Sidewalk Repair Program to Manny Concrete LLC. The work under this contract for the Base Bid and Alternates includes the furnishing of all labor, material, equipment, and services to repair approximately 13,700 SF of concrete sidewalk located throughout the Township associated with street tree root growth. Four bids were received for this project and it is recommended that this contract for the Base Bid and all three Alternates be awarded to Manny Concrete LLC.

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
Bicycle and Pedestrian Improvements	405-2023-09-013	\$ 121,656.00
Account Title	Account Number	Amount

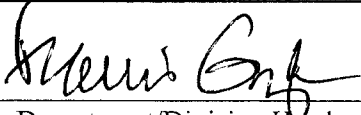
**CONTRACT AMOUNT:** \$ 121,656.00

**CONTRACT LENGTH:** October 12, 2023 – March 10, 2024

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |                                  |  |
|----------------------------------|--|
| Resolution                       | Public Works Registration                  |
| Memorandum of Recommendation-WWT | Affirmative Action Contract                |
| Certification of Funds           | Business Registration Certification        |
| Contract                         | Certificate of Employee Information Report |

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


9/22/23  
 \_\_\_\_\_  
 Department/Division Head Date

**APPROVED FOR AGENDA OF:** 10/10/23

By:  10/02/2023  
 Marlena Schmid, Business Administrator

**MEETING DATE:** 10/10/23 Ordinance # \_\_\_\_\_ Resolution # 2023-R192

**Council Action Taken:**

**Distributed:**

RESOLUTION

WHEREAS, the Township of West Windsor has determined it is necessary to repair sidewalks throughout the Township due to lifting associated with street tree roots; and

WHEREAS, the Township of West Windsor has determined proper repair of sidewalks will prevent unwarranted removal of street trees and/or potentially problematic and unsafe cutting of street tree roots; and

WHEREAS, said project was put out to public bid, and said bids were opened on September 19, 2023; and

WHEREAS, the Township received bids from the following bidders:

<u>Company</u>	<u>Total Base Bid &amp; Alternates</u>
Manny Concrete, LLC	\$ 121,656.00
Harshi Construction	\$ 133,500.00
Rusling Paving.	\$ 177,415.00
Seacoast Const.	\$ 308,250.00

WHEREAS, Township staff have reviewed the bids and determined that the lowest responsible and responsive bid was submitted by Manny Concrete LLC; 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:

<u>Bicycle and Pedestrian Improvements</u>	<u>405-2023-09-013</u>	<u>\$ 121,656.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the contract for the 2023 Sidewalk Repair Program be awarded to Manny Concrete LLC., 2 Beach Haven Way, Waretown, NJ 08758, and the Mayor and Clerk are hereby authorized to execute said contract.

Adopted: October 10, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 10<sup>th</sup> day of October 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: September 26, 2023

Initiated By: Anthony Esposito Division/Department: Public Works

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Resolution authorizing a one (1) year extension of the contract with Scheideler Excavating Co., Inc. for snow removal services for the period November 1, 2023 through October 31, 2024.

**SOURCE OF FUNDING:**

Snow - Removal Service/Maintenance Contracts  
Account No. 105-41-251

11/1/23 – 12/31/23      \$10,000  
1/1/24 – 10/31/24      \$60,000

**CONTRACT AMOUNT:** Not to exceed \$70,000

**CONTRACT LENGTH:** November 1, 2023 through October 31, 2024

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution  
Contract  
Recommendation Memo from Superintendent of Public Works  
Letter from Jim Scheideler of Scheideler Excavating Co., Inc.  
Certification of Funds

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

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

9/28/2023  
\_\_\_\_\_  
Date

**APPROVED FOR AGENDA OF:** October 10, 2023

By: Marlena A. Schmid 10/02/2023  
\_\_\_\_\_  
Marlena Schmid, Business Administrator

MEETING DATE: 10/10/23 Ordinance # \_\_\_\_\_ Resolution # 2023-R193  
Council Action Taken:

RESOLUTION

WHEREAS, on October 13, 2022 the Township of West Windsor received one (1) bid for snow removal services for the period November 1, 2022 through October 31, 2023; and

WHEREAS, Scheideler Excavating Co., Inc., 149 Penn Lyle Road, Princeton Junction, New Jersey 08550 was awarded the contract for these services by Resolution 2022-R235; and

WHEREAS, the bid specifications permit the Township to extend the contract for two (2) additional one (1) year periods; and

WHEREAS, the services performed by Scheideler Excavating Co., Inc. under the contract have been acceptable; and

WHEREAS, the Township wishes to extend the contract with Scheideler Excavating Co., Inc. for said work for an additional one (1) year period with no price increase; and

WHEREAS, the Township’s Chief Financial Officer has certified funds are available in the 2023 Municipal Budget Snow Removal – Service/Maintenance Contracts and is subject to the adoption of the 2024 Municipal Budget:

Snow Removal – Service/Maintenance Contracts			
105-41-251	2023	\$10,000.00	
105-41-251	2024	<u>\$60,000.00</u>	
			\$70,000.00

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the contract for Snow Removal Services is extended with Scheideler Excavating Co., Inc. for the period November 1, 2023 through October 31, 2024 and that the Mayor and Clerk are authorized to execute the one-year extension for said services.

Adopted: October 10, 2023

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 10<sup>th</sup> day of October 2023.

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