

**MEETING TO BE
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**AGENDA FOR THE BOARD OF HEALTH MEETING
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP
WEST WINDSOR MUNICIPAL BUILDING
271 CLARKSVILLE ROAD
TO THE EXTENT KNOWN**

November 13, 2023

VIA Zoom Video Communications

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - Revised Meeting Notice was sent to The Times and the Princeton Packet and posted on the Township web-site on May 5, 2022. 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. Closed Session
5. Salute to the Flag
6. Public Comment (30 minutes comment period; 3-minute limit per person)
7. For Action:

Minutes: Board of Health August 14, 2023
8. For Discussion:
 - a. Board of Health Member:
 - b. Mayor/Administration:

Update from Health Officer on Clinics
Discussion of Lead Safe Housing Draft Ordinance
9. Closed Session (if needed)
10. Public Comment (15 minutes comment period; 3-minute limit per person)
11. Adjournment

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

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

**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**

November 13, 2023

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 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments

10. Public Hearings

2023-15 AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR THE TOWNSHIP OF WEST WINDSOR AND PROVIDE FOR THE ADMINISTRATION THEREOF - CWA

2023-16 AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR THE TOWNSHIP OF WEST WINDSOR AND PROVIDE FOR THE ADMINISTRATION THEREOF - IAFF

11. Consent Agenda

A. Resolutions

2023-R206 Authorizing the Mayor and Clerk to Execute an Easement Modification for 61 Saratoga Drive

2023-R207 Approving the Request for a Permit from West Windsor Township for a Public Fireworks Display on December 3, 2023 (Rain Date December 10, 2023)

B. Minutes

September 26, 2023 - Business Session - as amended
October 10, 2023 - Business Session - as amended

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2023-R208 Authorizing the Insertion of the New Jersey Department of Environmental Protection Stormwater Assistance Grant in the 2023 Budget

2023-R209 Authorizing the Insertion of the New Jersey Association of County and City Health Officials Training Grant in the 2023 Budget

2023-R210 Authorizing the Insertion of the New Jersey Department of Health Vaccination Supplemental Funding for 2023/2024 Grant in the 2023 Budget

- 2023-R211 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Arora and Associates, P.C. to Provide Professional Engineering Services to Update the Capital Improvement Program - \$171,000.00
- 2023-R212 Endorsing the Reduction of Speed Limits by the County of Mercer On The Portion of Washington Road (County Route 526/571) North of U.S. Route 1 In The Interest of Public Safety
- 2023-R213 Endorsing the Reduction of the Speed Limit by the County of Mercer On the Portion of Cranbury Road (County Route 615), In the Vicinity of Rabbit Hill Road From 40 mph to 30 mph In the Interest of Public Safety
- 2023-R214 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with WSP USA, Inc. to Provide Professional Engineering Services for the 2023 Regular Inspection and Inundation Analysis for the Grover's Mill Dam - \$48,324.00
- 2023-R215 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with GeoTrek Environmental and Surveying, LLC to Provide Professional Engineering Services for the Next Phase of Conversion of Tax Maps to Digital Format - \$215,000.00
- 2023-R216 Authorizing the Mayor and Clerk to Execute a Grant Application With the County of Mercer Through the Mercer at Play Round 2 for Improvements to Duck Pond Park
- 2023-R217 Authorizing the Business Administrator to Purchase One (1) 2024 Ford F450 Regular Cab 4x4 Mason Dump from Cherry Hill Winner Ford Under New Jersey State Contract #A88215 - \$86,402.00
- 2023-R218 Authorizing the Business Administrator to Purchase Municipal Network Access Point (WiFi) System from StarNet Solutions, Inc. - \$24,480.00

2023-R219 Authorizing the Business Administrator to Purchase Replacement Scanners, Laptops and IPAD Cases from SHI International Corporation Through the New Jersey Cooperative Purchase Alliance - \$16,654.14

2023-R220 Authorizing the Mayor and Clerk to Execute a Contract with Princeton Air Conditioning, Inc. for a One Year Extension - \$52,032.00

2023-R221 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Robert Engineering Group to Provide Engineering Services Addressing Sanitary Sewer Backups at 271 Clarksville Road - \$8,231.57

2023-R222 Authorizing the Mayor and Clerk to Execute Amendment #1 to the T&M Associates Professional Services Agreement for Engineering Assessment for the Televising and Assessment of the D&R Sewer Interceptor - \$54,150.00

14. Introduction of Ordinances

2023-17 AN ORDINANCE AMENDING AND SUPPLEMENTING PART II "GENERAL LEGISLATION" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY (1999) CHAPTER 109 "MASSAGE, BODYWORK AND SOMATIC THERAPY ESTABLISHMENTS" SECTION 109-6 INSPECTION REQUIREMENTS PART B

Public Hearing: November 27, 2023

2023-18 AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 4, ENTITLED "ADMINISTRATION OF GOVERNMENT," SECTION 4-22.1.1 "PROHIBITION AWARDED PUBLIC CONTRACTS TO CERTAIN CONTRIBUTORS" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY (1999), IN AMENDING THE TOWNSHIP POLICY FOR THE AWARDED OF PUBLIC PROFESSIONAL SERVICE CONTRACTS

Public Hearing: November 27, 2023

2023-19 AN ORDINANCE AMENDING CHAPTER 4 "ADMINISTRATIAION OF GOVERNMENT" ARTICLE II OFFICE OF MAYOR AND ARTICLE III COUNCIL OF THE CODE OF THE TOWNSHIP OF WEST WINDSOR, EXTENDING THE TERMS OF OFFICE FOR THE EXISTING MAYOR AND COUNCIL MEMBERS

Public Hearing: November 27, 2023

2023-20 AN ORDINANCE AMENDING CHAPTER 4 "ADMINISTRATIAION OF GOVERNMENT" OF THE CODE OF THE TOWNSHIP OF WEST WINDSOR, ARTICLE III "COUNCIL", AND ARTICLE XIII "SEPARATE AGENCIES AND BOARDS NOT ASSIGNED", AMENDING ANNUAL ORGANIZATIONAL MEETING DATE AND TERMS OF MEMBERS OF VARIOUS BOARDS AND AGENCIES

Public Hearing: November 27, 2023

2023-21 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 168 "TRAFFIC AND PARKING" OF THE REVISED ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR - VILLAGE ROAD EAST

Public Hearing: November 27, 2023

2023-22 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 168 "TRAFFIC AND PARKING" OF THE REVISED ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR - OLD TRENTON ROAD

Public Hearing: November 27, 2023

2023-23 AN ORDINANCE AMENDING PART 3, SUBDIVISION AND SITE PLAN PROCEDURES, ARTICLE XXIII, "HOUSING FUND" (SECTION 200-127, COLLECTION PROCEDURES), TO MODIFY THE DEVELOPMENT FEE COLLECTION PROCEDURE

Public Hearing: December 18, 2023

2023-24 AN ORDINANCE AMENDING PART 3, "SUBDIVISION AND SITE PLAN PROCEDURES, "ARTICLE XVIII, "OFF-TRACT IMPROCEMENTS" (SECTION 200-88, OFF-TRACT STREET IMPROVEMENTS), TO MODIFY THE DEVELOPMENT FEE COLLECTION PROCEDURE

Public Hearing: December 18, 2023

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

REQUEST FOR COUNCIL ACTION

Date of Request: 10/13/23

Initiated By: Kerry Giammetta Division/Department: ADMIN

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Ordinance to amend and supplement the revised general ordinance for the salary and wage plan for employees in Job Classifications are non-supervisory white- and blue-collar workers and other positions

SOURCE OF FUNDING:

CONTRACT AMOUNT:

CONTRACT LENGTH: 2023-2026

OTHER SUPPORTING INFORMATION ATTACHED:

Salary and wage calculation print out

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Kerry Giammetta 10/17/23
Department/Division Head Date

APPROVED FOR AGENDA OF:

By: Marlena Schmid 10/17/2023 Kerry Giammetta
Marlena Schmid, Business Administrator 10/17/23

MEETING DATE: 10/24/23 Ordinance # 2023-15 Resolution # _____

Council Action Taken:

ORDINANCE 2023-15

AN ORDINANCE TO AMEND AND SUPPLEMENT
THE REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR

AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR
THE TOWNSHIP OF WEST WINDSOR AND
PROVIDE FOR THE ADMINISTRATION THEREOF

Section 1. BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY, that the salary and wage plan for employees and officers of the Township is as follows:

A. JOB CLASSIFICATIONS AND SALARY RANGES FOR EMPLOYEES whose positions are Non-Supervisory White and Blue Collar Workers shall be as noted below:

| | |
|--------------------|---------------------------------|
| <u>JOB CLASS 1</u> | [\$31,643-\$50,730] |
| Clerk Typist | <u>\$35,163-\$58,044</u> |
| Receptionist | |

| | |
|--------------------|---------------------------------|
| <u>JOB CLASS 2</u> | [\$33,994-\$53,534] |
| Custodian | <u>\$37,776-\$61,253</u> |
| Laborer | |

| | |
|------------------------|---------------------------------|
| <u>JOB CLASS 3</u> | [\$36,564-\$56,600] |
| Records Clerk 1 | <u>\$40,631-\$64,761</u> |
| Secretary 1 | |
| Finance Clerk 1 | |
| Animal Control Officer | |
| Violations Clerk | |
| Equipment Operator 1 | |
| Utility Person 1 | |
| Assessment Clerk 1 | |
| Tax Clerk 1 | |

| | |
|----------------------|---------------------------------|
| <u>JOB CLASS 4</u> | [\$39,044-\$60,454] |
| Secretary 2 | <u>\$43,386-\$69,170</u> |
| Records Clerk 2 | |
| Finance Clerk 2 | |
| Mechanic's Assistant | |
| Utility Person 2 | |
| Equipment Operator 2 | |
| Assessment Clerk 2 | |
| Tax Clerk 2 | |

| | |
|--|----------------------------------|
| <u>JOB CLASS 5</u> | [\$41,608-\$62,629] |
| Sanitary Inspector | <u>\$46,236-\$71,659</u> |
| Secretary 3 | |
| Social Worker | |
| Records Clerk 3 | |
| Finance Clerk 3 | |
| Tax Clerk 3 | |
| Assessment Clerk 3 | |
| <u>JOB CLASS 6</u> | [\$44,104-\$70,258] |
| Equipment Operator 3 | <u>\$49,010-\$80,388</u> |
| Deputy Court Administrator | |
| Assistant Assessor | |
| Utility Person 3 | |
| Human Resource Assistant | |
| Assistant Municipal Treasurer | |
| <u>JOB CLASS 7</u> | [\$46,633-\$69,657] |
| Administrative Assistant | <u>\$51,821-\$79,700</u> |
| Lead Mechanic | |
| Payroll Benefits Coordinator | |
| Public Safety Telecommunicator 1 | |
| <u>JOB CLASS 8</u> | [\$49,085-\$71,551] |
| Crew Chief | <u>\$54,545-\$81,867</u> |
| Public Safety Telecommunicator 2 | |
| <u>JOB CLASS 9</u> | [\$51,927-\$75,353] |
| Network Administrator | <u>\$57,704-\$86,217</u> |
| Accountant | |
| Senior Administrative Assistant | |
| Purchasing Assistant | |
| Public Safety Telecommunicator 3 | |
| <u>JOB CLASS 10</u> | [\$52,557-\$81,353] |
| Senior Administrative Assistant/Office Manager | <u>\$58,404-\$90,564</u> |
| Senior Accountant | |
| Draftsperson | |
| Environmental Health Specialist | |
| Deputy Tax Collector | |
| Administrative Public Safety Telecommunicator | |
| <u>JOB CLASS 11</u> | [\$60,635-\$88,149] |
| Senior Environmental Health Specialist | <u>\$67,380-\$100,858</u> |
| Engineer Technician | |

JOB CLASS 12
 Building Inspector
 Electrical Inspector
 Plumbing Inspector
 Landscape Architect
 Network & Systems Engineer
 Fire Protection Inspector

[\$68,708-\$97,141]
\$76,352-\$111,147

B. OTHER POSITIONS:

| | |
|---|--|
| Student employees/Interns | \$ [8.85-\$15.00] <u>\$12.93-\$17.16</u> /hour |
| Temporary Seasonal Public Works Employees | \$[12.00-\$18.00] <u>\$14.13-\$20.60</u> /hour |
| Temporary Seasonal Public Health Investigator | \$[10.00-\$30.00] <u>\$12.93-\$34.33</u> hour |
| Temporary Seasonal Public Health Aide | \$[10.00-\$30.00] <u>\$12.93-\$34.33</u> /hour |
| Public Health Nurse | \$[25.00-\$75.00] <u>\$25.99-\$85.81</u> /hour |
| Vulnerable Populations Outreach Coordinator | \$[25.00-\$65.00] <u>\$25.99-\$82.55</u> /hour |
| <u>Local Health Outreach Coordinator</u> | |
| <u>Infectious Disease Preparedness Generalist</u> | |
| <u>Outreach Coordinator/Health Educator</u> | <u>\$25.99-\$82.55</u> /hour |
| <u>Supervisory Vulnerable Populations Outreach</u> | <u>\$25.99-\$93.56</u> /hour |
| <u>Coordinator (VPOC) {Local Health Outreach</u> | |
| <u>Coordinator/Infectious Disease Preparedness</u> | |
| <u>Generalist</u> | |
| Crossing Guards | [\$20.00-\$21.38] <u>\$20.79-\$24.46</u> /hour |
| Court Attendant Officer | [\$25.12-\$30.00] <u>\$26.11-\$34.33</u> /hour |
| Assistant Zoning Enforcement Officer | [\$25.00- 35.00] <u>\$25.99-\$40.05</u> /hour |
| <u>Bus Driver – (CDL required)</u> | [\$16.97-\$18.14] <u>\$17.64-\$27.96</u> /hour |
| Audio Visual Specialist | [\$50-\$200]\$51.98-\$228.83 flat rate per meeting |
| Emergency Shelter Monitor | [\$35.00] <u>\$36.38-\$40.05</u> /hour |
| Emergency Shelter Coordinator | [\$45.00] <u>\$46.78-\$51.49</u> /hour |

Section 2. Part-time and per diem employees are paid based on the hourly rate of annual salary.

Section 3. This Ordinance shall be retroactive to January 1, 2023, after action or inaction by the Mayor as provided by law or an override of mayoral veto by the Council, whichever is applicable. Publication will be according to law.

INTRODUCTION:
 PUBLIC HEARING:
 ADOPTION:
 MAYOR'S APPROVAL:
 EFFECTIVE DATE

REQUEST FOR COUNCIL ACTION

Date of Request: 10/13/23

Initiated By: Kerry Giammetta _____ Division/Department: ADMIN _____

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Ordinance to amend and supplement the revised general ordinance for the salary and wage plan for employees in International Association of Firefighters bargaining unit.

SOURCE OF FUNDING:

CONTRACT AMOUNT:

CONTRACT LENGTH: 2023-2026

OTHER SUPPORTING INFORMATION ATTACHED:

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Kerry Giammetta
Department/Division Head _____ Date _____

APPROVED FOR AGENDA OF: _____
By: Marlena A. Schmid 10/18/2023
Marlena Schmid, Business Administrator

MEETING DATE: 10/24/23 Ordinance # 2023-16 Resolution # _____

Council Action Taken:

ORDINANCE 2023-16

AN ORDINANCE TO AMEND AND SUPPLEMENT
THE REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR

AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR
THE TOWNSHIP OF WEST WINDSOR AND
PROVIDE FOR THE ADMINISTRATION THEREOF

Section 1. BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY, that the salary and wage plan for employees and officers of the Township is as follows:

ANNUAL SALARIES FOR FIREFIGHTERS, FIRE CAPTAINS, FIRE INSPECTORS, AND EMERGENCY MEDICAL TECHNICIANS

1. JOB CLASSIFICATIONS FOR EMPLOYEES whose positions are represented by the International Association of Firefighters bargaining Unit shall be noted below:

A. The annual salaries of the personnel covered by this agreement shall be as follows:

1. Firefighters, Fire Captains:

Employees Hired Before January 1, 2017

| | 2023 | 2024 | 2025 | 2026 |
|---------------------|-----------------|-----------------|-----------------|------------------|
| Firefighter | 3.95% | 3.50% | 3.25% | 3% |
| Seventh | \$83,737 | \$86,668 | \$89,484 | \$92,169 |
| Maximum Step | \$83,737 | \$86,668 | \$89,484 | \$92,169 |
| Fire Captain | \$92,943 | \$96,196 | \$99,322 | \$102,302 |

Employees Hired After January 1, 2017- through March 30, 2019

| | 2023 | 2024 | 2025 | 2026 |
|--------------------|--------------|--------------|--------------|-----------|
| Firefighter | 3.95% | 3.50% | 3.25% | 3% |
| Fourth | \$59,800 | \$61,893 | \$63,905 | \$65,822 |
| Fifth | \$63,522 | \$65,745 | \$67,882 | \$69,918 |
| Sixth | \$67,245 | \$69,599 | \$71,861 | \$74,017 |
| Seventh | \$70,968 | \$73,452 | \$75,839 | \$78,114 |
| Eighth | \$74,689 | \$77,303 | \$79,816 | \$82,210 |
| Ninth | \$78,413 | \$81,157 | \$83,795 | \$86,308 |
| Tenth | \$83,737 | \$86,668 | \$89,484 | \$92,169 |

| | | | | |
|--|--------------|--------------|--------------|-------------|
| Fire Captain | \$92,943 | \$96,196 | \$99,322 | \$102,302 |
| Employees Hired After April 1, 2019 | | | | |
| | 2023 | 2024 | 2025 | 2026 |
| Firefighter | 3.95% | 3.50% | 3.25% | 3% |
| Entry | \$45,018 | \$46,593 | \$48,108 | \$49,551 |
| Second | \$50,876 | \$52,657 | \$54,368 | \$55,999 |
| Third | \$54,002 | \$55,892 | \$57,709 | \$59,440 |
| Fourth | \$57,127 | \$59,126 | \$61,048 | \$62,879 |
| Fifth | \$60,254 | \$62,362 | \$64,389 | \$66,321 |
| Sixth | \$63,379 | \$65,598 | \$67,730 | \$69,761 |
| Seventh | \$66,504 | \$68,832 | \$71,069 | \$73,201 |
| Eighth | \$69,630 | \$72,067 | \$74,409 | \$76,641 |
| Ninth | \$72,756 | \$75,302 | \$77,749 | \$80,082 |
| Tenth | \$75,881 | \$78,537 | \$81,090 | \$83,522 |
| Eleventh | \$79,007 | \$81,772 | \$84,430 | \$86,963 |
| Twelfth | \$83,737 | \$86,668 | \$89,484 | \$92,169 |
| Fire Captain | \$92,943 | \$96,196 | \$99,322 | \$102,302 |

Salary schedule is based on a 40/hour work week and 2080 hours annually

2. Fire Inspector Salary

2023 rate- \$28.00/per hour; annual increases at same percentages as above:

| | | | | |
|-----------------------|-------------|--------------|--------------|-------------|
| | 2023 | 2024 | 2025 | 2026 |
| Fire Inspector | | 3.50% | 3.25% | 3% |
| Hourly | \$28.00 | \$28.98 | \$29.92 | \$30.82 |
| Annual | \$34,944 | \$ 36,167 | \$ 37,342 | \$ 38,463 |

3. Emergency Medical Technician

| | | | | |
|--|-------------------|-------------------|-------------------|-------------------|
| | 2023 | 2024 | 2025 | 2026 |
| | | 3.5% | 3.25% | 3% |
| | \$40,632-\$58,812 | \$42,054-\$60,870 | \$43,421-\$62,849 | \$44,723-\$64,734 |

Section 2. Part-time and per diem employees are paid based on the hourly rate of annual salary.

Section 3. This Ordinance shall be retroactive to January 1, 2023, after action or inaction by the Mayor as provided by law or an override of mayoral veto by the Council, whichever is applicable. Publication will be according to law.

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: October 13, 2023

Initiated By: Francis Guzik

Department of Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of an Easement Modification Agreement with the owners of Block 20.12, Lot 12 to permit the construction of a fence in the drainage easement, located in the rear yard of their property (61 Saratoga Drive).

Rajesh & Shaya Nair

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Resolution

Map

Easement Modification Agreement

Letter of Request

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 10/18/23
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-R206
Council Action Taken:

RESOLUTION

WHEREAS, Rajesh & Shaya Nair, owners of property located at 61 Saratoga Drive, West Windsor Township, New Jersey, also known as Block 20.12, Lot 12, in West Windsor, New Jersey 08550 have made a request for a waiver to permit the construction of a fence in the drainage easement located in the rear yard of their property; and

WHEREAS, the Township Engineer has reviewed and approved this request subject to compliance with the terms of the Easement Modification Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of West Windsor Township that the waiver requested by Rajesh & Shaya Nair be hereby granted subject to the acceptance of the recommendations of the Township Engineer and the execution of the annexed Easement Modification Agreement; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute said agreement which shall be filed in the Mercer County Clerk's Office by the Township Attorney.

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 10/27/2023

Initiated By: Lynch

Division/Department: Fire & Emergency Services

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Fireworks display authorization for the West Windsor Township Tree Lighting. Display scheduled for 12/3/2023 with a rain date of 12/10/2023

SOURCE OF FUNDING:

N/A

CONTRACT AMOUNT:

N/A

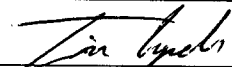
CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Draft resolution

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW



Department/Division Head

10/27/23

Date

APPROVED FOR AGENDA OF: 11/13

By: 

Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-R207

Council Action Taken:

RESOLUTION

- WHEREAS, West Windsor Township desires to conduct a public firework display located at The Ron Rogers Arboretum on December 3, 2023, with a rain date of December 10, 2023; and
- WHEREAS, said fireworks display shall be conducted by Garden State Fireworks, Inc., a U.S. Department of Treasury, Bureau of Alcohol, Tobacco and Firearms licensed Importer of Fireworks, license number 8-NJ-027-20-4D-00096; and
- WHEREAS, the New Jersey Uniform Fire Code N.J.A.C. 5:70-3, 5601.2.4.3 requires that the governing body approve said fireworks display by resolution prior to granting of a permit by the Township Fire Marshal; and
- WHEREAS, the Township Fire Marshal has designated the fireworks display must commence by 9:30 pm and conclude no later than 10:00 p.m.; and
- WHEREAS, the minimum insurance coverage required by N.J.A.C. 5:70, F-3301.2.4.2 is \$500,000 and D&M Fireworks LLC. carries \$5,000,000 insurance coverage; and
- WHEREAS, the Fire Marshal has communicated with the Chief of Police, and the Fire Chief of Princeton Junction Fire Company who will provide police, and fire protection for said fireworks display and have given their approval; and
- WHEREAS, Division of Fire and Emergency Services will provide emergency medical services; and
- WHEREAS, the Fire Marshal has reviewed the application for permit, insurance requirements and other applicable regulations and has found all to be in order; and
- WHEREAS, the Fire Marshal recommends the approval of said resolution;
- NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of West Windsor that this resolution is adopted and that a permit may be granted by the West Windsor Township Fire Marshal, upon his approval, for a fireworks display.

Adopted: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of December 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 19, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution providing for insertion of the State of New Jersey Department of Environmental Protection Stormwater Infrastructure Map Grant in the 2023 Budget. The Township has been approved for \$15,000.00

SOURCE OF FUNDING:

State of New Jersey

CONTRACT AMOUNT:

\$15,000.00

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Email and Approval Letter

S:\AGENDA INBOX (file name) ch159Stormwater Infrastructure Map Grant

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder Department/Division Head 10/19/23 Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
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: 11/13 Ordinance # _____ Resolution # 2023-8208

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 for 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.

Stormwater Infrastructure Map Grant 104668 \$15,000.00

BE IT FURTHER RESOLVED that a like sum of \$15,000.00 and the same is hereby appropriated under the following captions:

Stormwater Infrastructure Map Grant 10660568 \$15,000.00

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 19, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution providing for insertion of the New Jersey Association of County and City Health Officials (NJACCHO) Training Grant in the 2023 Budget. The Township has been approved for funding by NJACCHO in the amount of \$10,000.00

SOURCE OF FUNDING:

NJACCHO

CONTRACT AMOUNT:

\$10,000.00

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Copy of Letter of Agreement

S:\AGENDA INBOX (file name) ch159NJACCHO-23

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder
Department/Division Head

10/19/23
Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
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: 11/13 Ordinance # _____ Resolution # 2023-R209

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 for 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.

NJACCHO TRAINING GRANT 104667 \$10,000.00

BE IT FURTHER RESOLVED that a like sum of \$10,000.00 and the same is hereby appropriated under the following captions:

NJACCHO TRAINING GRANT 10660567 \$10,000.00

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 19, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution providing for insertion of the State of New Jersey Covid-19 Vaccination Supplemental Grant 2023-24 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 \$35,000.00

The State of New Jersey Department Health has increased the Grant amount and Grant period from \$100,000.00 to \$135,000.00 (an increase of \$35,000) and from 07/01/2023 end date to 06/30/2024 end date.

SOURCE OF FUNDING:

State of New Jersey

CONTRACT AMOUNT:

\$35,000.00

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Copy of Letter of Amendment

S:\AGENDA INBOX (file name) ch159Covid19supp2023-24

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder 11/3/23
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
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: 11/13 Ordinance # _____ Resolution # 2023-R216

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 for 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.

Covid-19 Vaccination Supplemental 23-24 104666 \$35,000.00

BE IT FURTHER RESOLVED that a like sum of \$35,000.00 and the same is hereby appropriated under the following captions:

Covid-19 Vaccination Supplemental 23-24 10660566 \$35,000.00

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 20, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with Arora and Associates, P.C. to provide professional engineering services related to an update of West Windsor Township’s Capital Improvement Program. With several elements of the West Windsor Township Master Plan updated, including the Circulation Plan Element, there is a need to update the Township’s Traffic Growth and Planning Model, and the related transportation improvement projects identified in the Capital Improvement Program that is part of said element. The Township Engineer is recommending a contract be awarded to Arora and Associates, P.C.

SOURCE OF FUNDING:

Township Capital Improvement Program 405-2023-08 001 \$171,000.00

CONTRACT AMOUNT: \$171,000.00

CONTRACT LENGTH: 180 days from initiation of work

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 |

COMPLETE AND READY FOR ADMINISTRATOR’S REVIEW

_____ Francis Guzik 10/20/2023
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/13 **Ordinance #** _____ **Resolution #** 2023-R211

Council Action Taken:

RESOLUTION

WHEREAS, Arora and Associates, P.C. has submitted a proposal dated September 11, 2023 indicating they will provide professional engineering services to update the West Windsor Township's Capital Improvement Program for \$171,000.00; and

WHEREAS, Arora and Associates, P.C. has indicated a 180-day performance period for the contract; and

WHEREAS, the Township wishes to enter into an agreement with Arora and Associates, P.C. for the aforesaid services; and

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

Township Capital Improvement Plan 405-2023-08 001 \$171,000.00

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 Arora and Associates, P.C., with a 180-day performance period from the date of project initiation, for an amount not to exceed \$171,000.00.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services pursuant to its proposal dated September 11, 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 Contract between the Township and Arora and Associates, P.C. and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber,
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 9/27/2023

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

ACTION REQUESTED/EXECUTIVE SUMMARY:

Resolution endorsing a reduction of speed limits by the County of Mercer on the portion of Washington Road (County Route 526/571) north of US Route 1 in the interest of public safety. The County of Mercer is recommending the reduction of speeds in recognition of Princeton University's Lake Campus and the enhanced bicycle and pedestrian facilities that are to be established along this corridor as a result of same. These improvements will increase the amount of traffic in this segment of Washington Road, and reduced speed will increase safety for all users.

SOURCE OF FUNDING: N/A
CONTRACT AMOUNT: N/A
CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Resolution
Map
Engineer's memo

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 10/20/2023
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-RA12
Council Action Taken:

RESOLUTION

WHEREAS, Princeton University is constructing their proposed Lake Campus located on Washington Road (County Route 526/571), between U.S. Route 1 and the Delaware and Raritan Canal, including enhancements to the pedestrian and biking facilities along and around this segment of Washington Road, which road is currently designated at a speed limit of 50 MPH in West Windsor Township; and

WHEREAS, as a result of change of land use due to this current development along Washington Road by Princeton University, including the proposed traffic improvements of a mini-roundabout at the Lake Campus entrance and off-road bicycle and pedestrian walkways, and in the interest of safety of all users, the County of Mercer is proposing speed reductions along Washington Road in West Windsor and Municipality of Princeton, from U.S. Route 1 to the end of Mercer County Jurisdiction (former Princeton Borough line); and

WHEREAS, the County proposes speed limits for both directions of traffic along Washington Road (County Route 571 & 526) between U.S. Route 1 and Ivy Lane, within West Windsor Township and Municipality of Princeton, Mercer County, as follows:

Zone 1: 45 MPH between U.S. Route 1 and a point 1,760 feet north of U.S. Route 1; thence

Zone 2: 35 MPH between a point 1,760 feet north of U.S. Route 1 and a point 290 feet south of Ivy Lane; and

WHEREAS, this request has been reviewed by and has the support of the Township Engineer and Police Traffic Sergeant.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Township Council of West Windsor Township, support and endorse the recommendation by the County of Mercer to reduce the speed limits for both directions of traffic along Washington Road (County Route 571 & 526) between U.S. Route 1 and Ivy Lane, within West Windsor Township and Municipality of Princeton, Mercer County, as follows:

Zone 1: 45 MPH between U.S. Route 1 and a point 1,760 feet north of U.S. Route 1; thence

Zone 2: 35 MPH between a point 1,760 feet north of U.S. Route 1 and a point 290 feet south of Ivy Lane.

ADOPTED: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 10/19/2023

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

ACTION REQUESTED/EXECUTIVE SUMMARY:

Resolution endorsing a reduction of the speed limit by the County of Mercer on the portion of Cranbury Road (County Route 615), in the vicinity of Rabbit Hill Road from 40 MPH to 30 MPH in the interest of public safety. The County of Mercer is recommending the reduction of speed in recognition of the geometry of the roadway, the limited right-of-way, the mature roadside landscaping on private properties, and the intersection with Rabbit Hill Road.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Resolution Engineer's memo
Map

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 10/20/2023
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-2213
Council Action Taken:

RESOLUTION

WHEREAS, despite extensive boom periods in West Windsor Township's development, Cranbury Road (County Route 615) has remained largely unimproved beyond the road width of two 11-foot wide travel lanes and limited-width shoulders that exists today, due to numerous constraints, such as older small-lot residential development, mature street trees, overhead utilities, and limited right-of-way; and

WHEREAS, in recognition of the numerous constraints to large scale roadway improvements the County of Mercer is proposing a speed reduction along Cranbury Road, by extending the 30 MPH zone limit from its current terminus at Perry Drive to a point 750 east of Rabbit Hill Road; and

WHEREAS, this request has been reviewed by and has the support of the Township Engineer and Police Traffic Sergeant.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of West Windsor Township, supports and endorses the recommendation by the County of Mercer to extend the 30 MPH speed zone for both directions of traffic along Cranbury Road (County Route 615) from Perry Drive to a point 750 east of Rabbit Hill Road.

ADOPTED: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 19, 2023

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

ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with WSP USA, Inc. to provide professional engineering services for the 2023 Regular Inspection and Inundation Analysis for the Grover’s Mill Dam. The Township Engineer is recommending a contract be awarded to WSP.

SOURCE OF FUNDING:

| | | |
|--|------------------------|---------------------|
| Traffic Safety Improvements Hazard Mitigation | 405-2019-18 013 | \$ 19,265.00 |
| <u>Traffic Safety Improvements Hazard Mitigation</u> | <u>405-2020-14 015</u> | <u>\$ 29,059.00</u> |
| Account Title | Account Number | Amount |

CONTRACT AMOUNT: \$ 48,324.00

CONTRACT LENGTH: 90 Calendar Days

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 |
| Map | Disclosure of Investment Activities in Iran | |

COMPLETE AND READY FOR ADMINISTRATOR’S REVIEW


10/20/2023

 Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: 

 Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-R214

Council Action Taken:

RESOLUTION

- WHEREAS, the Township of West Windsor has a need to acquire professional engineering services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and
- WHEREAS, WSP USA, Inc. has submitted a proposal dated September 6, 2023 indicating they will provide professional engineering services for the 2023 Regular Inspection and Inundation Analysis for the Grover's Mill Dam for \$48,324.00; and
- WHEREAS, WSP has indicated a 90-day performance period for the contract; and
- WHEREAS, the Township wishes to enter into an agreement with WSP USA, Inc. for the aforesaid services; and
- WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following accounts:

| | | |
|--|------------------------|---------------------|
| Traffic Safety Improvements Hazard Mitigation | 405-2019-18 013 | \$ 19,265.00 |
| <u>Traffic Safety Improvements Hazard Mitigation</u> | <u>405-2020-14 015</u> | <u>\$ 29,059.00</u> |
| Account Title | Account Number | Amount |

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 WSP USA, Inc., with a 90-day performance period from the date of project initiation, for an amount not to exceed \$48,324.00.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services pursuant to its proposal dated September 6, 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 Contract between the Township and WSP USA, Inc. and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 12, 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 GeoTrek Environmental and Surveying, LLC to provide professional Land Surveying services for the next phase of conversion of West Windsor Township hard copy tax maps to a digitally accurate format. Michael J. McGuire, NJPLS of GeoTrek is designated as the West Windsor Township Surveyor, and has been responsible for annual updating of the tax maps since 2004. The Township Engineer is recommending a contract be awarded to GeoTrek Environmental and Surveying, LLC.

SOURCE OF FUNDING:

| | | |
|------------------------------------|------------------------|------------------|
| <u>Digital Tax Maps Conversion</u> | <u>405-2023-09-012</u> | <u>\$215,000</u> |
| Account Title | Account Number | Amount |


CONTRACT AMOUNT: \$215,000.00

CONTRACT LENGTH: next phase of digital tax map creation

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 |

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


10/17/2023

Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: 

Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-R215

Council Action Taken:

RESOLUTION

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

WHEREAS, GeoTrek Environmental and Surveying, LLC has submitted a proposal dated October 12, 2023 indicating they will provide professional Land Surveying services for the next phase of digital tax map creation for \$215,000.00; and

WHEREAS, GeoTrek Environmental and Surveying, LLC has provided a scope of services and schedule to complete the second portion of the creation of the digital tax maps; and

WHEREAS, the Township wishes to enter into an agreement with GeoTrek Environmental and Surveying, LLC for the aforesaid services; and

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

| | | |
|------------------------------------|------------------------|------------------|
| <u>Digital Tax Maps Conversion</u> | <u>405-2023-09-012</u> | <u>\$215,000</u> |
| Account Title | Account Number | Amount |

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 GeoTrek Environmental and Surveying, LLC, with a performance period to complete the next portion of the digital tax map project, for an amount not to exceed \$215,000.00.
- (2) The Agreement so authorized shall require the Provider to provide professional surveying services pursuant to its proposal dated August 31, 2023 and updated as of October 12, 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 Contract between the Township and GeoTrek Environmental and Surveying, LLC and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: October 24, 2023

- Ordinance
- (Summary attached)
- Resolution**
- (Backup documents complete)
(Contracts require Affirmative Action Certificate)
- Item for Discussion only

Initiated By: Kenneth Jacobs Department of Human Services

ACTION REQUESTED:

Approve Resolution authorizing application of Mercer at Play Round 2 grant offered by Mercer County

EXECUTIVE SUMMARY:

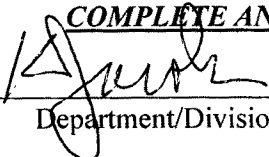
To apply for the Mercer at Play Round 2 \$500,000 matching grant, a Resolution from the governing body is required with the grant application. This grant was approved for Conover Park is 2019, however, the project never got off the ground due to higher than expected construction costs. The Conover Project is no longer necessary due to the changing needs of the youth sports groups. A new application is required to change the project from Conover Park to Duck Pond Park.

OTHER SUPPORTING INFORMATION ATTACHED

Resolution

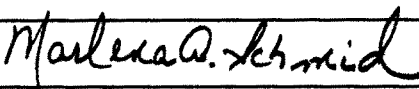
DISK & file name (OR) S:\AGENDA INBOX (Merceratplayround2)

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


10/24/2023

 Department/Division Head Date

APPROVED FOR AGENDA OF: _____

By: 

 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 BUSINESS MEETING.**

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-R216
 Council Action Taken:
 Distributed:

RESOLUTION

RESOLUTION AUTHORIZING APPLICATION TO MERCER COUNTY FOR FUNDING
ACTIVE RECREATION UNDER THE MERCER AT PLAY PROGRAM

WHEREAS, the Township of West Windsor desires to provide additional active recreation facilities for its residents; and

WHEREAS, Mercer County created a grant funding program for active recreation called “Mercer at Play” in 2006 and announced a second funding round in 2016; and

WHEREAS, Mercer County granted the Township of West Windsor a \$500,000 matching grant in 2019 for the redevelopment of Conover Park; and

WHEREAS, the Township of West Windsor no longer wishes to redevelop Conover Park as the needs of the sports groups have changed; and

WHEREAS, the Township of West Windsor desires funds to add a pavilion, bathroom, playground and to renovate the court games at Duck Pond Park; and

WHEREAS, the Township of West Windsor has identified the necessary match to receive the Mercer at Play grant.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of West Windsor, in the County of Mercer, State of New Jersey, that:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute and file a grant application on behalf of the Township of West Windsor to Mercer County for the “Mercer at Play Program Round 2.”

ADOPTED: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 10/16/2023

Initiated By: Anthony Esposito Division/Department: Department of Public Works

ACTION REQUESTED/ EXECUTIVE SUMMARY: Resolution authorizing purchase of new 2024 Ford F450 Regular Cab 4x4 Mason Dump purchased from Cherry Hill Winner Ford, 250 Berlin Rd Cherry Hill, NJ 08034.

SOURCE OF FUNDING: 405202114028 \$52,194.21
405202208030 \$34,207.79

CONTRACT AMOUNT: \$86,402.00

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:
Resolution 2023-R , bid sheets, and certification of funds

S:\AGENDA INBOX (file name)

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



Department/Division Head

11/16/2023

Date

APPROVED FOR AGENDA OF: _____

By: Marlena A. Schmid

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: 11/13 Ordinance # _____ Resolution # 2023-R217

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor needs to purchase One (1) 2024 Ford F450 Regular Cab 4x4 Mason Dump for the Department of Public Works; and

WHEREAS, Cherry Hill Winner Ford, 250 Berlin Road, Cherry Hill, NJ 08034 has been awarded New Jersey State Contract #A88215, T2102; and

WHEREAS, Factory Options built into the vehicle:

| | |
|--|--------------|
| 2024 Ford F450 Cab & Chassis Crew Cab 4x4 Mason Dump | \$ 53,192.00 |
| Regular Cab 4X4 | (1,025.00) |
| TGK LT225/70Rx19.5G BSW Max Traction (4x4) | \$ 215.00 |
| X8L Limited Slip Rear Axle | \$ 395.00 |
| 18B Cab Steps (Reg Cab) | \$ 320.00 |
| 67B 410 Amp Alternator | \$ 115.00 |
| 86M Dual Batteries | \$ 210.00 |
| - Requires 67B 410 Amp Alternator | |
| 96V XL Chrome Package | \$ 225.00 |
| - Bright chrome hub covers, chrome front bumper, Bright grille, power sliding rear glass w/ rear defrost (xcab & crew only), remote start, halogen fog lamps | |

Additional Options:

| | |
|--------------|-------------|
| Boss 9' Plow | \$ 7,851.00 |
|--------------|-------------|

Noncontract Items:

| | |
|---|-------------|
| 9' 3-4CU YD Dump | \$12,567.00 |
| PTO Powered Hoist | \$ 6,957.00 |
| Manual Tarp | \$ 395.00 |
| Steel stone shields in front of rear wheels | \$ 175.00 |
| 18"x18"x36" Aluminum Tool Box Under Dump | \$ 895.00 |
| Full Plate Combo Hitch w/ 2" Ball | \$ 795.00 |
| Trailer Plug Flat 7 Prong | \$ 195.00 |
| Grille Mounted Jump Start Kit | \$ 735.00 |
| DOT 6, 4 LED strobes in cab shield, 2 at rear of body | \$ 1,995.00 |
| Weather Tee Floor Liners | \$ 195.00 |

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

| | |
|---|-------------|
| Public Works - Acquisition of Vehicle 405 2021 14 028 | \$52,194.21 |
| Public Works – Acquisition of Vehicle 405 2022 08 030 | \$34,207.79 |

Page 2
2023-R217

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of West Windsor that the Business Administrator is authorized to purchase one (1) 2024 Ford F450 Regular Cab 4x4 Mason Dump under the New Jersey State Contract #: A88215, T2102 and factory options not under State Contract for a total of \$86,402.00 from Cherry Hill Winner Ford, 250 Berlin Road, Cherry Hill, NJ 08034.

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the Township Council of the Township of West Windsor at their meeting held on the 13th day of November, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 16, 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 Access Point (WiFi) system from StarNet Solutions, Inc.

SOURCE OF FUNDING:

Network, Computers, Printers Replacements 405-2022-08001 \$24,480.00

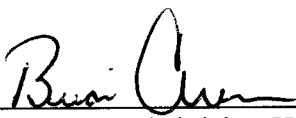
CONTRACT AMOUNT: \$24,480

CONTRACT LENGTH:

OTHER SUPPORTING INFORMATION ATTACHED:

- Resolution
- Certification of Funds
- StarNet Price Quote
- Facilities Maintenance Manager Memorandum

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


10-16-2023

 Department/Division Head Date

APPROVED FOR AGENDA OF: NOVEMBER 13, 2023

By: 

 Marlena Schmid, Business Administrator

MEETING DATE: 11/13 **Ordinance #** _____ **Resolution #** 2023-R218

Council Action Taken:

RESOLUTION

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

WHEREAS, the Township's Municipal Network Access Point (WiFi) system is in need of replacement; and

WHEREAS, West Windsor Township solicited three (3) companies to supply, install and configure the Access Point (WiFi) system; and

WHEREAS, StarNet Solutions, Inc. has submitted a proposal dated October 6, 2023 indicating they will provide such equipment for \$24,480.00; and

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

Network, Computers, Printers Replacements 405-2022-08001 \$24,480.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Business Administrator Marlena Schmid is hereby authorized to purchase the above from StarNet Solutions, Inc, for a total not to exceed of \$24,480.00.

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 16, 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 acquisition of Replacement Scanners for the Clerks Office, Replacement HP Laptops for the Finance Office and Replacement iPad Cases for Fire-EMS 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 | 405-2022-08-001 | \$2,811.54 |
| Clerks- Purchase of Scanners | 405-2021-14-007 | \$13,842.60 |

CONTRACT AMOUNT: \$16,654.14

CONTRACT LENGTH:

OTHER SUPPORTING INFORMATION ATTACHED:

- Resolution
- Certification of Funds
- SHI International Price Quotes
- County of Bergen Contract BC-BID- 22-24 Related Documents

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Brian Aronson 10-14-2023
 Department/Division Head Date

APPROVED FOR AGENDA OF: NOVEMBER 13, 2023

By: Marlena A. Schmid
 Marlena Schmid, Business Administrator

MEETING DATE: 11/13 **Ordinance #** _____ **Resolution #** 2023-R219

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 Clerks Office is in need of a Replacement Scanners, the Finance Office is in need of Replacement Laptops and the Fire-EMS Office is in need of Replacement iPad Cases; 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 \$16,654.14 and as of November 13, 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 |
| Resolution No. | 2023-R122 | \$ 14,532.03 |
| Resolution No. | 2023-R139 | \$ 125,838.67 |
| Resolution No. | 2023-R151 | \$ 866.36 |
| Resolution No. | 2023-R167 | \$ 4,868.10 |
| Resolution No. | 2023-R173 | \$ 3,186.14 |
| Resolution No. | 2023-R204 | \$ 1,970.58 |
| | | <u>\$ 276,286.33</u> |

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

| | | |
|---|-----------------|-------------|
| Network, Computers, Printers Replacements | 405-2022-08-001 | \$2,811.54 |
| Clerks- Purchase of Scanners | 405-2021-14-007 | \$13,842.60 |

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 \$292,940.47.

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 16, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing a one (1) year extension of the existing contract with Princeton Air Conditioning, Inc. for the maintenance and service of the heating, ventilation and air conditioning (HVAC) systems for various Township facilities. The Contract period will be January 1, 2024 through December 31, 2024. The Township Facilities Maintenance Manager is recommending the approval of a one (1) year extension of the existing HVAC Maintenance contract with Princeton Air Conditioning, Inc. of Princeton Junction, NJ.

SOURCE OF FUNDING:

- 2024 Building and Grounds Operating Budget
 - HVAC Repair and Maintenance 105-53-218

CONTRACT AMOUNT: \$52,032.00

CONTRACT LENGTH: January 1, 2024 through December 31, 2024

OTHER SUPPORTING INFORMATION ATTACHED:

- | | |
|--|------------------------|
| Resolution | Contract |
| Facility Maintenance Managers Memorandum | Certification of Funds |
| Princeton Air Correspondence | Resolution 2022-R229 |

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Brian Aronson 10-16-2023
 Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
 Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # _____ Resolution # 2023-R220

Council Action Taken:

RESOLUTION

- WHEREAS, On October 25, 2022, the Township Council passed Resolution 2022-R229 authorizing a contract with Princeton Air Conditioning, Inc. of Princeton Junction, NJ in the amount of \$52,032.00 for maintenance and service of the heating, ventilation and air conditioning (HVAC) systems for various Township facilities for the period January 1, 2023 through December 31, 2023; and
- WHEREAS, the Township has the option of renewing the contract for an additional one (1) year period on the same terms and conditions for these services; and
- WHEREAS, the services performed by Princeton Air Conditioning, Inc. under the current contract have been determined to be acceptable; and
- WHEREAS, the Township wishes to extend the contract for said work to Princeton Air Conditioning, Inc. for an additional one (1) year period with no price increase in accordance with the pricing, terms and conditions set forth in the initial bid proposal; and
- WHEREAS, the Chief Financial Officer has certified that funds for these services are available subject to the adoption of the 2024 Municipal Budget:

Building and Grounds: HVAC Repair and Maintenance 105-53-218 \$52,032.00

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 one (1) year contract extension with Princeton Air Conditioning, Inc., for an amount not to exceed \$52,032.00 for maintenance and service of the heating, ventilation and air conditioning (HVAC) systems for various Township facilities for a period of January 1, 2024 through December 31, 2024.
- (2) An executed copy of the Contract between the Township and Princeton Air Conditioning Inc. along with a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 25, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with Roberts Engineering Group, LLC to provide professional engineering services related to addressing sanitary sewer backups which happened multiple times in a short time frame at the West Windsor Township municipal building at 271 Clarksville Road. In order to determine if there was a better option to the current gravity sewer connection to the main sanitary sewer line in North Post Road, Roberts Engineering Group was asked to put together several alternative options. the Township Engineer is recommending a contract be awarded to Roberts Engineering Group, LLC for that design work.

SOURCE OF FUNDING:

Muni Facilities and Related – Sewer 405-2022-08 017 \$8,231.57

CONTRACT AMOUNT: \$8,231.57

CONTRACT LENGTH: 60 days from initiation of work

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 |

COMPLETE/AND READY FOR ADMINISTRATOR'S REVIEW


10/27/23

 Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/13/23 Ordinance # _____ Resolution # 2023-3221

Council Action Taken:

RESOLUTION

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

WHEREAS, Roberts Engineering Group, LLC, has submitted a proposal dated February 27, 2023 indicating they will provide professional engineering services to evaluate alternative to the gravity sewer connection at the municipal building for \$8,231.57; and

WHEREAS, Roberts Engineering Group, LLC, has indicated a 60-day performance period for the contract; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Roberts Engineering Group, LLC, for the aforesaid services; and

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

| | | |
|-------------------------------------|-----------------|------------|
| Muni Facilities and Related – Sewer | 405-2022-08 017 | \$8,231.57 |
|-------------------------------------|-----------------|------------|

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, LLC, with a 60-day performance period from the date of project initiation, for an amount not to exceed \$8,231.57.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services pursuant to its proposal dated February 27, 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 Contract between the Township and Roberts Engineering Group, LLC, P.C. and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: November 13, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber,
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 19, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of Contract Amendment No. 1 for professional surveying, engineering and construction administration services for the Duck Pond Run Sewer Interceptor Project – Phase 2. The Township Engineer is recommending supplemental work to coordinate construction start-up, perform construction administration and provide inspections services to ensure the work is completed in conformance with the engineering plans and specifications and has reviewed and endorsed the attached contract amendment order for T&M Associates.

SOURCE OF FUNDING:

Original Contract Amount

Traffic Safety-Hazard Mitigation/Meadow Rd. Sewer Extension & Duck Pond Run Pump Removal 405-2010-18-006 \$93,892.00

ADDITION SOURCE OF FUNDING:

Sewer Extension & Pump Station Improvements 405-2022-08 017 \$54,150.00

CONTRACT AMOUNT:

Original Contract Amount: \$ 93,892.00
Contract Amendment #1: \$ 54,150.00
Final Contract Amount: \$148,042.00

CONTRACT LENGTH: until construction completion

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution Resolution 2018-R188 Budget Amendment Request (Exhibit A)
Amendment #1 to Agreement Stockholder Disclosure Engineer’s Memorandum
Affirmative Action Contract Political Contribution Disclosure Business Entity Disclosure
Certification of Funds Affidavit of Compliance Business Registration Certification
Disclosure of Investment Activities in Iran Certificate of Information Report

COMPLETE AND READY FOR ADMINISTRATOR’S REVIEW

Francis Guzik 11/1/23
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/13/23 **Ordinance #** _____ **Resolution #** 2023-R222

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor required professional services for engineering assessment, for the televising and assessment of the D&R Sewer Interceptor; and

WHEREAS, T&M Associates was awarded a Professional Services Agreement on July 30, 2018, for the total contract amount of \$93,892.00; and

WHEREAS, there is presently a need to coordinate construction start-up, perform construction administration and provide inspections services to ensure the work is completed in conformance with the engineering plans and specifications, as outlined in the T&M Associates letter of August 1, 2023 and all other terms and conditions of the Professional Services Agreement with T&M Associates, dated July 30, 2018 remain in full force and effect; and

WHEREAS, the amount of additional services is \$54,150.00 for a revised total compensation therefore not to exceed \$148,042.00; and

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

Sewer Extension & Pump Station Improvements 405-2022-08 017 \$54,150.00

WHEREAS, said Amendment #1 to the Agreement for Professional Services has been reviewed by the Township Engineer and is recommended to be executed; and

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

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

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

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township, Amendment #1 to the Agreement for Professional Engineering Services with T&M Associates of Middletown, NJ.
- (2) This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law.
- (3) An Executed copy of the revised Agreement between the Township and T&M Associates and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: November 13, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 13th day of November 2023.

Gay M. Huber
Township Clerk
West Windsor Township

AN ORDINANCE AMENDING AND SUPPLEMENTING PART II "GENERAL LEGISLATION" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY (1999) CHAPTER 109 "MASSAGE, BODYWORK AND SOMATIC THERAPY ESTABLISHMENTS" SECTION 109-6 INSPECTION REQUIREMENTS PART B

WHEREAS, the Township of West Windsor has determined that requiring registration of massage, bodywork and somatic therapy establishments will serve to protect and promote the health and safety of the residents; and

WHEREAS, such regulation will require the amendment of the Township Code to revise the inspection requirements.

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

Section I

§ 109-6 Inspection requirements.

- A. The Municipal Clerk, upon receiving an initial application for a massage, bodywork and somatic therapy establishment license, shall refer the application to the various municipal departments (i.e., Division of Code Enforcement, Zoning, Health, Fire and Emergency Services) for review, [and conformance with applicable state and Township Codes for such an establishment.]
- B. No massage, bodywork and somatic therapy establishment shall be issued a license or be operated, established or maintained in the Township unless the owner of the business can represent compliance with applicable [Uniform Construction Code, Uniform Fire Code, and] Health Codes **and represent** [with] no **Uniform Construction Code and Uniform Fire Code** violations and/or penalties [remaining] **remain** outstanding. In addition, the establishment must comply with each of the following minimum requirements:
 - (1) All massage tables, bathtubs, shower stalls, steam or bath areas and floors shall be constructed of material with surfaces which are smooth, nonabsorbent, and which may be readily disinfected.
 - (2) A public restroom shall be available to clients and employees during all business hours.
 - (3) Water closets and lavatories shall be in conformance with the regulations set forth in the New Jersey Uniform Construction Code, N.J.A.C. 5:23.
 - (4) If bathing, dressing and locker facilities are provided for the patrons and male and female patrons are served simultaneously, separate bathing, dressing, locker and massage room facilities shall be provided.
 - (5) The premises shall have adequate equipment for disinfecting nondisposable instruments and materials used in administering massages. Such nondisposable instruments and materials shall be disinfected after use on each patron.
 - (6) Adequate handwashing facilities shall be conveniently located to each treatment area to maintain clean hands and arms of all employees before, after and during treatments.
 - (7) Hand sinks shall be provided with hot and cold water capable of delivering running water under pressure at a temperature of 90° Fahrenheit to 110° Fahrenheit.

Section II:

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

Section III Effective Date

This Ordinance shall become effective twenty (20) days after action or inaction by the Mayor as provided by law or an override of mayoral veto by the Township Council. Publication shall be in accordance with law.

Brackets mean removal[]; **Bold** and underline mean added

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

ORDINANCE 2023-18

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 4, ENTITLED
 “ADMINISTRATION OF GOVERNMENT,” SECTION 4-22.1.1 “PROHIBITION
 AWARDING PUBLIC CONTRACTS TO CERTAIN CONTRIBUTORS” OF THE REVISED
 GENERAL ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY
 (1999), AMENDING THE TOWNSHIP POLICY FOR THE AWARDING OF PUBLIC
 PROFESSIONAL SERVICE CONTRACTS

WHEREAS, a change to N.J.S.A. 19:44A-8 has changed the reportable amount to the Election Law Enforcement Commission (ELEC) contribution reporting threshold to over \$200.00; and

WHEREAS, the Township of West Windsor’s policy was “zero” dollars to be contributed and due to the change in N.J.S.A. 19:44A-8 a change is necessary.

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

Section 1.

§ 4-22.1 **Awarding of public professional service contracts.**

A.

Prohibition of awarding public contracts to certain contributors.

(1)

Any other provision of law to the contrary notwithstanding, the Township or any of its purchasing agents or agencies or those of its independent authorities, as the case may be, shall not enter into an agreement or otherwise contract to procure services from any professional service provider if that provider has solicited or made any contribution of money or pledge of a contribution, including in-kind contributions, to a campaign committee of any West Windsor Township candidate or holder of public office within the Township having responsibility for the award of the contract or to any West Windsor Township or Mercer County Party Committee over \$200.00 within one calendar year immediately preceding the date of the contract or agreement.

(2)

No professional service provider which enters into negotiations for or agrees to any contract or agreement with the Township or any department or agency thereof or of its independent authorities for the rendition of professional services shall knowingly solicit or make any contribution of money or pledge of a contribution including in-kind contributions, to any West Windsor Township candidate or holder of public office within the Township having responsibility for the award of the contract or to any West Windsor Township or Mercer County Party Committee between the time of first communications between that service provider and the Township regarding a specific professional services agreement and the later of the termination of negotiations or the completion of the contract or agreement over \$200.00.

(3)

For purposes of this section, a "professional service provider" seeking a public contract means an individual, including the individual's spouse, if any, and any child living at home; person; firm; corporation; professional corporation; partnership; organization; or association. The definition of a service provider includes all principals who own 1% or more of the equity in the corporation or business trust, partners and officers in the aggregate employed by the provider as well as any subsidiaries directly controlled by the service provider.

(4)

For purposes of this section, the office that is considered to have responsibility for the award of the contract shall be:

(a)

The West Windsor Township Council if the contract requires approval or appropriation from the Council or a public officer who is responsible for the award of a contract if that public officer is appointed by Council; or

(b)

The Mayor of West Windsor Township if the contract requires the approval of the Mayor or a public officer who is responsible for the award of contract if that public officer is appointed by the Mayor; or

(c)

Both of the above.

B.

Contributions made prior to the effective date. No contribution of money or any other thing of value, including in-kind contributions, made by a professional business entity to any West Windsor Township candidate for Mayor or Township Council or West Windsor Township party committee shall be deemed a violation of this section nor shall an agreement for property, goods or services of any kind whatsoever be disqualified thereby if that contribution or agreement was made by the professional business entity prior to the effective date of this section.

C.

Contribution statement by professional business entity.

(1)

Prior to awarding any contract or agreement to procure services with any professional service provider, the Township or any of its purchasing agents or agencies or independent authorities, as the case may be, shall receive a sworn statement from the professional business entity made under penalty of perjury that the professional service provider has not made a contribution in violation of Subsection A hereof.

(2)

The professional service provider shall have a continuing duty to report any violations of this section that may occur during the negotiation or duration of a contract. The certification required under this subsection shall be made prior to entry into the contract or agreement with the Township and shall be in addition to any other certifications that may be required by any other provision of law.

D.

Penalty.

(1)

All Township of West Windsor professional service agreements shall provide that it shall be a breach of the terms of the government contract for a professional service provider, as defined in Subsection **A(3)**, to violate Subsection **A(2)** or to knowingly conceal or misrepresent contributions given or received or to make or solicit contributions through intermediaries or any Mercer County Party Committee for the purpose of concealing or misrepresenting the source of the contribution.

(2)

Any professional service provider, as defined in Subsection **A(3)** who knowingly fails to reveal a contribution made in violation of this section or who knowingly makes or solicits contributions through intermediaries, including but not limited to Mercer County Party Committee, for the purpose of concealing or misrepresenting the source of the contribution shall be disqualified from eligibility for future Township contracts for a period of four calendar years from the date of the violation.

Section 3

All articles or sections thereof in conflict with this Ordinance are hereby repealed.

Section 4

The provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by and Court of competent jurisdiction, such judgement shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

Section 5

This Ordinance shall be enacted twenty (20) days after action or inaction by the Mayor as approved by law or an override of a mayoral veto by the Council, whichever is applicable; and upon publication according to law.

Brackets mean removal[]; **Bold** and underline mean added

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

ORDINANCE 2023-19

AN ORDINANCE AMENDING CHAPTER 4 “ADMINISTRATION OF GOVERNMENT”
ARTICLE II OFFICE OF MAYOR AND ARTICLE III COUNCIL OF THE CODE OF THE
TOWNSHIP OF WEST WINDSOR, EXTENDING THE TERMS OF OFFICE FOR THE
EXISTING MAYOR AND COUNCIL MEMBERS

WHEREAS, Ordinance 2010-04 established the West Windsor Township Municipal Elections on the same day as the November General Elections; and

WHEREAS, Legislation approved on July 20, 2023 by Senate Bills 3159 and 3593 which changed the date for the elected officials to take office to January 15; and

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

Section 1

Section 4-10 of the Township Code, concerning the term of office for the Mayor is hereby amended to read as follows:

Article II Office of Mayor

§ 4-10 **Election; term of office.**

The Mayor shall be elected by the voters of the Township in a nonpartisan election to be held at the time of the November general election and shall serve for a term of four years, beginning on January [1] **15** following such election. Accordingly, the term of the Mayor holding office at the time of the adoption of this section shall be extended until [December 31] **January 14th** beyond the expiration date of the Mayor's present term.

Section 2

Section 4-13 of the Township code concerning the term of office of the Township Council, is hereby amended to read as follows:

Article III Council

§ 4-13 **Membership; term of office.**

The Township Council shall consist of five members, elected at-large by the voters of the Township at the regular nonpartisan municipal election to be held at the time of the November general election. The terms of the members of the Council shall be four years, beginning on January [1] **15** following such election. Accordingly, the terms of the Council members holding office at the time of the adoption of this section shall be extended until [December 31] **January 14th** beyond the expiration of their present term of office.

Section 3

All articles or sections thereof in conflict with this Ordinance are hereby repealed.

Section 4

The provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by and Court of competent jurisdiction, such judgement shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

Section 5

This Ordinance shall be enacted twenty (20) days after action or inaction by the Mayor as approved by law or an override of a mayoral veto by the Council, whichever is applicable; and upon publication according to law, to be effective January 1, 2024, in accordance with law.

Brackets mean removal[]; **Bold** and underline mean added

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

ORDINANCE 2023-20

AN ORDINANCE AMENDING CHAPTER 4 “ADMINISTRATION OF GOVERNMENT” OF THE CODE OF THE TOWNSHIP OF WEST WINDSOR, ARTICLE III “COUNCIL”, AND ARTICLE XIII “SEPARATE AGENCIES AND BOARDS NOT ASSIGNED”, AMENDING ANNUAL ORGANIZATIONAL/REORGANIZATIONAL MEETING DATE AND TERMS OF MEMBERS OF VARIOUS BOARDS AND AGENCIES

WHEREAS, Ordinance 2010-11 established the West Windsor Township Municipal Elections on the same day as the November General Elections; and

WHEREAS, Legislation approved on July 20, 2023 by Senate Bills 3159 and 3593 which changed the date for the elected officials to take office which is now January 15; and

WHEREAS, the annual organizational/reorganization meeting will be held on January 15th at 12 o'clock noon or at some other hour on any day during a seven day period beginning on January 15th; and

WHEREAS, appointments and terms of members of and advisers and/or liaisons to various boards and agencies will run from January 15 to January 14 of each year commencing on January 1, 2024.

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

Section 1

§ 4-14 President and Vice President; term; presiding officer; annual meeting.

The Council, at its annual organizational/reorganizational meeting, to be held on January [1] **15th** at 12:00 noon or at some other hour on any day during the [first] **second** week **or thereafter in** [of] January of each year, shall elect a President and Vice President to serve for one-year terms and until the election and qualification of their successors. If a vacancy occurs in the position of President during the year, the Vice President will move into the position and the Council will elect a member to fill the position of Vice President for the remainder of the term. If a vacancy occurs in the position of Vice President during the year, the Council will elect a member to fill position for the remainder of the term. In the absence of both President and Vice President of the Council, the Council shall elect a temporary presiding officer, who shall have the functions, powers and duties of the President during the President's absence. Upon the arrival of the President or the Vice President, as the case may be, the officer presiding shall relinquish the chair immediately upon the conclusion of the particular item of business before Council. At its annual organizational/reorganizational meeting, the Council shall approve its rules of procedure and set forth the format of its formal agenda.

§ 4-16 **Public meetings.**

A.

Council shall hold its regular meetings and work sessions as per a resolution to be adopted at the annual organizational/reorganizational meeting, but not less than one meeting per month. This resolution may be amended or modified by subsequent resolutions duly adopted.

B.

Notice.

(1)

In conformity with the Open Public Meetings Act,⁽¹⁾ written notice of all meetings of the Council and every other public body as defined in the Act shall be noticed at least 48 hours in advance, giving time, date, location and, to the extent known, the agenda of any regular, special or rescheduled meeting. Such notice shall accurately state whether formal action may or may not be taken and shall be prominently posted on at least one place reserved for such or similar announcements on a bulletin board in the lobby of the Municipal Building and be mailed, telephoned, telegraphed or hand-delivered to at least two newspapers designated by the Township Council. Designated newspapers must publish often enough for the forty-eight-hour notice to be given to members of the public. Copies of the notice shall be filed with the Township Clerk.

[1]

Editor's Note: See N.J.S.A. 10:4-6 et seq.

(2)

Where the Council announces annual notice of its regular meetings, no further notice shall be required concerning such meetings. Such notice shall be in accordance with the schedule of the regular meetings of the Council to be held during the ensuing year, which the Township Clerk shall prepare, post and submit within seven days following the annual organizational/reorganizational meeting of the Council, or, if there be no such organizational/reorganization meeting in the year, [then not later than January 10 of such year], said notice will be pursuant to the terms of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. The Township Clerk shall, whenever a special meeting of the Council is called in accordance with the law, issue and cause notices thereof to be served upon the members of the Council, and other persons whose presence may be required, pursuant to law.

H.

Requests for schedules. Any person may request that the Council mail copies of any regular meeting schedule or revision thereof, including notice of regular, special or rescheduled meetings. The Council may pass a resolution to provide a reasonable prepayment fee for this service. All requests for meeting schedules shall terminate at 12:00 midnight, [December 31] January 14th of each year, but shall be subject to renewal upon request to the Council.

§ 4-20 **Budget preparation.**

A.

The budget shall be prepared by the Mayor with the assistance of the Business Administrator, the Township Chief Financial Officer and other applicable Directors. During the month of November, the Mayor shall require all Directors to submit requests for appropriations for the ensuing budget

year and to appear at public hearings before the Mayor and/or Business Administrator about the various requests.

B.

The Business Administrator, with the assistance of the Chief Financial Officer, shall prepare all estimates of non-property tax revenues anticipated for the support of each annual budget.

C.

The budget document shall be prepared in such form as is required by law for municipal budgets and in accordance with the Charter. There shall be appended to the budget a detailed analysis of all items of expenditure and revenue.

D.

On or before [January 15] **the date determined by the Division of Local Government Services for transmittal of the budget**, the Mayor shall submit to the Council the recommended budget, together with such explanatory comment or statement as deemed desirable. At this time the budget shall become the Council's budget (N.J.S.A. 40:69A-46 et seq.).

E.

Council may reduce any item or items in the Mayor's budget by a vote of the majority of the Council, but any increase in any item or items shall become effective only upon an affirmative vote of 2/3 of the entire membership of the Council.

Section 2.

ARTICLE XIII

§ 4-55 Boards and agencies not assigned to Township departments.

D.

Unless specifically provided otherwise, all terms of all members of and advisers and/or liaisons to the various board/bodies/committees listed above shall run from January [1]**15** to [December 31] **January 14**.

§ 4-56.1 Agricultural Advisory Committee.

A.

Preamble. A Township goal is to preserve farmland. That goal can be advanced through the preparation of a farmland preservation element of the Master Plan and securing grants therefor from higher level jurisdictions. One form of grant available is a planning incentive grant through the New Jersey Department of Agriculture. To be eligible for such a grant, the Planning Board must prepare and adopt a farmland preservation plan element in consultation with a municipal agriculture advisory committee. It is in the best interest of the Township to create such a committee in order to plan systematically for farmland preservation and to be eligible for planning incentive grants and in order to best manage Township-owned farmland.

B.

Creation; appointment; terms of office; vacancies; compensation.

(1)

There is hereby created an Agricultural Advisory Committee consisting of three members appointed by the Mayor with the consent of the Township Council. They shall be residents of the

Township, and a majority thereof shall be actively engaged in farming and shall own a portion of the land they farm. They shall serve without compensation.

(2)

The members shall serve for terms of three years each. The initial appointments shall be staggered so that one term shall be for one year, one for two years and one for three years. Terms shall expire on [December 31] **January 14** of the year of expiration.

(3)

All appointments to fill vacancies shall be for the unexpired term.

(4)

A Chairman shall be elected annually by the Committee.

§ 4-61.1 Shade Tree Commission.

A.

Preamble. The Township has acquired and will continue to acquire various public lands, and the Township right-of-way has increased and will continue to increase with the future development of the Township. It is in the best interests of the Township to create a Shade Tree Commission in order to encourage proper arboriculture and desirable horticultural activities, to develop and periodically update a community forest and shade tree plan for the care, planting and location of trees and shrubbery on public land and in public rights-of-way and to set policy for the maintenance of the trees and shrubbery in such areas.

B.

Creation; appointment; terms of office; vacancies; compensation.

(1)

There is hereby created a Shade Tree Commission, which shall be known as the "Shade Tree Commission of West Windsor Township." The Commission shall consist of five members appointed by the Mayor with the advice and consent of Township Council. The members shall be residents of the Township and shall serve without compensation.

(2)

The members shall serve for terms of five years each. However, the initial appointments shall be staggered for respective periods of one, two, three, four and five years. The initial term of appointment shall be designated at the time of appointment. Terms shall expire on [December 31] **January 14** of the year of expiration.

(3)

All appointments to fill vacancies shall be for the unexpired term.

(4)

A Chairperson shall be elected annually by the Commission. The Chairperson shall serve without compensation.

(5)

A Secretary shall be elected annually by the Commission. The Secretary shall serve without compensation.

§ 4-62 Human Relations Council.

A.

Preamble. Under the direction of the Mayor, the Human Relations Council will develop, coordinate and amplify community awareness of the diverse cultures represented in the Township. This is to be accomplished through the development and implementation of approved programs and services which will foster cultural exchange. The Council will report annually and/or as requested or needed on its activities and recommendations.

B.

Creation. There is hereby created a Human Relations Council to develop, coordinate and amplify the community awareness of the diverse cultures as represented in the Township.

C.

Appointment; terms; vacancies; compensation.

(1)

The Council shall consist of 12 members, who shall be representatives of the diverse cultural interests within the Township. All members shall be appointed by the Mayor, with advice and consent of the Council. Advisers, but not regular members, may be nonresidents who are employed within the Township.

(2)

Members shall serve for terms of two years each. Six of the initial appointments shall be for one year and the other six shall be for two years. At the expiration of the one-year terms, the ensuing appointments shall be for two years. All terms shall expire on [December 31] **January 14** of the year of the expiration.

(3)

A vacancy occurring other than by expiration of term shall be filled in the same manner as other appointments, but said appointment is for the unexpired term only.

(4)

Members shall receive no compensation for their services.

D.

Structure. The Council shall designate one of its members as Chair and that person shall serve as such until the first day of January next following the appointment and until the successor shall be appointed and shall qualify. Vacancies in the Chair shall be filled in the same manner as other vacancies for the unexpired term only.

§ 4-65 Planning Board.

A.

The Planning Board heretofore created by West Windsor Township is continued and is hereby established pursuant to N.J.S.A. 40:55D-23 et seq. as the Planning Board for said municipality.

B.

Composition.

(1)

The Planning Board shall consist of nine members, who shall be divided into the following four classes for convenience in designating their manner of appointment:

(a)

Class 1: The Mayor, or the Mayor's designee in the absence of the Mayor.

(b)

Class 2: One of the officials of the Township other than a member of the Council, to be appointed by the Mayor, provided that the member of the Environmental Commission who is also a member of the Planning Board, as may be required by N.J.S.A. 40:56A-1, shall be deemed to be a Class 2 Planning Board member if there is both a member of the Zoning Board of Adjustment and a member of the Board of Education among Class 4 or alternate members.

(c)

Class 3: A member of the Township Council, to be appointed by it.

(d)

Class 4: Six other citizens of the municipality, to be appointed by the Mayor. The members of Class 4 shall hold no other municipal office, except that one member may be a member of the Zoning Board of Adjustment and one may be a member of the Board of Education. A member of an Environmental Commission who is also a member of the Planning Board as required by N.J.S.A. 40:56A-1 shall be a Class 4 Planning Board member unless there be among the Class 4 or alternate members of the Planning Board both a member of the Zoning Board of Adjustment and a member of the Board of Education, in which case the member of the Environmental Commission shall be deemed to be the Class 2 member of the Planning Board.

(2)

In addition to the nine members set forth above, there are established two alternate members to be appointed by the same appointing authority as class 4 members.

(3)

The alternate members shall serve for two years from January 1 of the year of their appointment. The initial terms of the alternate members shall be for one and two years, respectively, as designated by the Mayor at the time of their appointment. The Mayor shall designate the alternate members as "Alternate No. 1" and "Alternate No. 2."

(4)

Alternate members may participate in discussions of the proceedings but may not vote except in the absence or disqualification of a regular member of any class. A vote shall not be delayed in order that a regular member may vote instead of an alternate member. In the event that a choice must be made as to which alternate is to vote, Alternate No. 1 shall vote.

C.

Terms.

(1)

The term of the member comprising Class 1 shall correspond with the Mayor's official tenure of office, or if the member is the Mayor's designee in the absence of the Mayor, the designee shall serve at the pleasure of the Mayor during the Mayor's official tenure. The terms of the members comprising Class 2 and Class 3 shall be for one year or terminate at the completion of their respective terms of office, whichever shall first occur, except for a Class 2 member who is also a member of the Environmental Commission, if any. The term of a Class 2 or Class 4 member who is also a member of the Environmental Commission, if any, shall be for three years or terminate at the completion of his term of office as a member of the Environmental Commission, whichever shall have first occurred.

(2)

The term of a Class 4 member who is also a member of the Board of Adjustment or the Board of Education shall terminate whenever the Class 4 member is no longer a member of such other body or at the completion of the member's Class 4 term, whichever shall first occur.

(3)

The terms of all Class 4 members first appointed pursuant to this section shall be so determined that, to the greatest practical extent, the expiration of such terms shall be evenly distributed over the first four years after their appointment as determined by resolution of the Township Council; provided, however, that no term of any member shall exceed four years; and, further, provided that nothing herein shall affect the term of any present member of the Planning Board, all of whom shall continue in office until the completion of the term for which they were appointed. Thereafter, all Class 4 members shall be appointed for terms of four years except as otherwise herein provided.

(4)

All terms shall run from January [1] **January 15** of the year in which the appointment was made.

§ 4-68 Zoning Board of Adjustment.

A.

Establishment; membership; terms; officers; staff; rules; compensation.

(1)

Establishment. The Zoning Board of Adjustment heretofore created is continued and is hereby established pursuant to N.J.S.A. 40:55D-69 et seq. as the Board of Adjustment for the municipality.

(2)

Membership. The Zoning Board of Adjustment shall consist of seven regular members and two alternate members. All members including alternates shall be appointed by the Council. Alternate members shall be designated at the time of appointment "Alternate No. 1" and "Alternate No. 2."

(3)

Terms. The terms of the members first appointed shall be so determined that, to the greatest practicable extent, the expiration of such terms shall be distributed in the case of regular members evenly over the first four years after their appointment and in the case of alternate members evenly over the first two years after their appointment, provided that the initial term of no regular member shall exceed four years and that the initial term of no alternate member shall exceed two years. Thereafter, the term of each regular member shall be four years, and the term of each alternate member shall be two years. All terms of office shall run from January [1] 15 of the year in which the appointment was made.

Section 3

All articles or sections thereof in conflict with this Ordinance are hereby repealed.

Section 4

The provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by and Court of competent jurisdiction, such judgement shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

Section 5

This Ordinance shall be enacted twenty (20) days after action or inaction by the Mayor as approved by law or an override of a mayoral veto by the Council, whichever is applicable; and upon publication according to law, to be effective January 1, 2024, in accordance with law.

Brackets mean removal[]; **Bold** and underline mean added

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: October 20, 2023

Initiated By: Sgt. Kevin Loretucci

Division/Department: Police

ACTION REQUESTED/ EXECUTIVE SUMMARY: An Ordinance to amend Chapter 168 of Township Code to establish a No Stopping or Standing zone along a portion of Village Road East in front of the Dutch Neck Elementary School in the interest of public safety. I am recommending the installation of No Stopping or Standing signs on the north side of Village Road East, to the east and west of the front drop-off loop driveway exit, to improve the visibility for drivers exiting the loop and merging into traffic along Village Road East.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Ordinance

Request Letter

Traffic Sergeant Memo

Map

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

Date

10/20/2023

Kevin Loretucci 10/27/23

APPROVED FOR AGENDA OF: November 12, 2023

By:

Marlena A. Schmid

Marlena Schmid, Business Administrator

MEETING DATE: 11/7/23

Ordinance # 2023-21 **Resolution #** _____

Council Action Taken:

ORDINANCE 2023-21

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 Traffic Sergeant, upon request, has evaluated a section of Village Road East at Dutch Neck Elementary School for no stopping or standing restrictions; and

WHEREAS, Pursuant to *N.J.S.A. 39:4-8*, the Township Traffic Sergeant has provided recommendations that certain no stopping or standing restrictions along a segment of Village Road East at Dutch Neck Elementary School are appropriate at this location after an investigation has been undertaken by said Office, and it appears to be in the best interest of public safety and the expedition of traffic on this section of Village Road East to implement certain no stopping or standing restrictions at said location; and

WHEREAS, the Township of West Windsor desires to implement certain no stopping or standing restrictions along a segment of Village Road East, along its north side, at the exit to the drop-off loop serving Dutch Neck Elementary School, which is entirely within the Township of West Windsor.

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

SECTION I.

CODE OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY

PART II: GENERAL LEGISLATION

CHAPTER 168: TRAFFIC AND PARKING

ARTICLE VII: Schedules

Section 168-72: Schedule XVII: No Stopping or Standing, shall be amended as follows:

| <u>Name of Street</u> | <u>Sides</u> | <u>Hours</u> | <u>Location</u> |
|---------------------------------|---------------------|-------------------|---|
| <u>Village Road East</u> | <u>North</u> | <u>All</u> | <u>From a point of 50 feet east of the Dutch Neck School drop-off loop exit to the parking lot entrance on the west side of the Dutch Neck School.</u> |

SECTION II

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

SECTION III

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

Brackets mean removal[]; **Bold** and underline mean added

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: October 30, 2023

Initiated By: Sgt. Kevin Loreucci #476 Division/Department: Police Department

ACTION REQUESTED/ EXECUTIVE SUMMARY: An Ordinance to amend Chapter 168 of Township Code to add regulations prohibiting stopping or standing of vehicles at all times on certain streets. The Office of the Mercer County Engineer and the Township Traffic Sergeant are seeking to prohibit vehicles from stopping or standing along Mercerville-Edinburg Road a.k.a. Old Trenton Road (County Route 535) between Village Road and the Township border with East Windsor Township. The narrow shoulder widths, high traffic volumes, and higher speed limit on this roadway do not support stopping or standing of vehicles. The Township Engineer has reviewed and is in support of this recommendation.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Ordinance

Traffic Sergeant Memo

Map

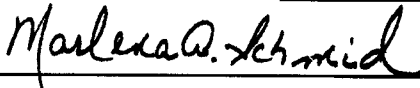
COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

 10/31/2023

Department/Division Head

Date

APPROVED FOR AGENDA OF: November 13, 2023

By:  _____
Marlena Schmid, Business Administrator

MEETING DATE: 11/13 Ordinance # 2023-22 Resolution # _____
Council Action Taken:

ORDINANCE 2023-22

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

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

SECTION I.

CODE OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY

PART II: GENERAL LEGISLATION

CHAPTER 168: TRAFFIC AND PARKING

ARTICLE III: PARKING REGULATIONS, is amended to read as follows:

Section 168-24.1: Stopping or standing prohibited at all times on certain streets.

No person shall stop or stand a vehicle between the hours specified in Schedule XVII.I (§ 168-72.1) of any day upon any of the streets or parts of streets described in Schedule XVII.I attached to and made a part of this chapter.

SECTION II

PART II: GENERAL LEGISLATION

CHAPTER 168: TRAFFIC AND PARKING

ARTICLE VII: Schedules, is amended to read as follows:

Section 168-72.1: Schedule XVII.I: Stopping or standing prohibited at all times on certain streets.

In accordance with the provisions of § 168-24.1, no person shall stop or stand a vehicle at any time upon any of the following described streets or parts of streets:

| <u>Name of Street</u> | <u>Sides</u> | <u>Location</u> |
|--|---------------------|---|
| <u>Mercerville-Edinburg Road (Old Trenton Road) County Route 535</u> | <u>Both</u> | <u>From Village Road to the Township border with East Windsor</u> |

SECTION III

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

SECTION IV.

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

Brackets mean removal[]; Bold and underline mean added

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: October 17, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Introduction and subsequent adoption of an ordinance amending Section 200-127 "Housing Trust Fund" to modify the Development Fee Collection Procedure

SOURCE OF FUNDING: NA

CONTRACT AMOUNT: NA

CONTRACT LENGTH: NA

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Summary
Memorandum from Samuel J. Surtees
Ordinance

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature] 10-17-23 [Signature]
Department/Division Head Date

APPROVED FOR AGENDA OF: November 13, 2023

By: Marlena A. Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 11/7/2023 Ordinance # 2023-23 Resolution # _____

Council Action Taken:

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 200; SECTION 200-127, COLLECTION PROCEDURES)PART 3, "SUBDIVISION AND SITE PLAN PROCEDURES," ARTICLE XXIII, "HOUSING TRUST FUND", MODIFYING THE DEVELOPMENT FEE COLLECTION PROCEDURE

WHEREAS, the affordable housing trust fund ordinance provides for the payment by developers of certain development fees consistent with COAH's regulations and the Statewide Non-Residential Development Fee Act (*N.J.S.A.* 40:55D-8.1 through 8.7), which fees are to be used for the purpose of providing very-low, low- and moderate-income housing in accordance with a Court-approved spending plan; and

WHEREAS, Section 200-127H of the ordinance provides that fifty percent of the development fee is collected at the time of issuance of the building permit; and

WHEREAS, it is more difficult, due to administrative processes, to track payment of the development fee if it is tied to issuance of the building permit; and

WHEREAS, a condition of issuance of a zoning permit is that payment of the fifty percent of the development fee is satisfied; and

WHEREAS, tying the payment of the fifty percent of the development fee to the issuance of the zoning permit instead of the building permit would therefore facilitate development projects and resolution compliance without unduly burdening the developer.

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

Section 1. Chapter 200 of the Code of the Township of West Windsor (1999), Land Use, Part 3, Subdivision and Site Plan Procedures, Article XXIII, Housing Trust Fund, Section 200-127, Collection Procedures is hereby amended as follows. Added text is underlined, and text being eliminated is ~~struck through~~.

§ 200-127. Collection procedures.

- A. Upon the granting of a preliminary, final or other applicable approval for a development, the applicable approving authority or entity shall notify or direct its staff to notify the ~~Construction Official~~ Zoning Officer responsible for the issuance of a ~~building~~ zoning permit.
- B. For nonresidential developments only, the developer shall also be provided with a copy of Form N-RDF "State of New Jersey Non-Residential Development Certification/Exemption" to be completed as per the instructions provided. The developer of a nonresidential development shall complete Form N-RDF as per the instructions provided. The ~~Construction Official~~ Zoning Officer shall verify the information submitted by the nonresidential developer as per the instructions provided in the Form N-

RDF. The Tax Assessor shall verify exemptions and prepare estimated and final assessments as per the instructions provided in Form N-RDF.

- C. The ~~Construction Official~~ Zoning Officer responsible for the issuance of a ~~building zoning~~ permit shall notify the local Tax Assessor of the anticipated issuance of the first ~~building zoning~~ permit for a development which is subject to a development fee.
- D. Within 90 days of receipt of such notification, the municipal Tax Assessor, based on the plans filed, shall provide an estimate of the equalized assessed value of the development.
- E. The Construction Official responsible for the issuance of a final certificate of occupancy shall notify the Zoning Officer and local Tax Assessor of any and all requests for the scheduling of a final inspection on a property which is subject to a development fee.
- F. Within 10 business days of a request for the scheduling of a final inspection, the municipal Tax Assessor shall confirm or modify the previously estimated equalized assessed value of the improvements of the development; and calculate the development fee; ~~and thereafter~~ The Zoning Officer shall notify the developer of the amount of the fee.
- G.-Should the Township of West Windsor fail to determine or notify the developer of the amount of the development fee within 10 business days of the request for final inspection, the developer may estimate the amount due and pay that estimated amount consistent with the dispute process set forth in Subsection b. of Section 37 of P.L. 2008, c. 46 (N.J.S.A. 40:55D-8.6).
- H. Fifty percent of the development fee shall be collected at the time of issuance of the ~~building zoning~~ permit. The remaining portion shall be collected at the time of issuance of the certificate of occupancy. The developer shall be responsible for paying the difference between the fee calculated at ~~building zoning~~ permit and that determined at the issuance of the certificate of occupancy. No certificate of occupancy shall be issued to the developer until all remaining developer fees have been paid in full.
- I. Appeal of development fees.
 - (1) A developer may challenge residential development fees imposed by filing a challenge with the County Board of Taxation. Pending a review and determination by the Board, collected fees shall be placed in an interest-bearing escrow account by West Windsor Township. Appeals from a determination of the Board may be made to the Tax Court in accordance with the provisions of the State Tax Uniform Procedure Law, N.J.S.A. 54:48-1, et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.
 - (2) A developer may challenge nonresidential development fees imposed by filing a challenge with the Director of the Division of Taxation. Pending a review and determination by the Director, which shall be made within 45 days of receipt of the

challenge, collected fees shall be placed in an interest-bearing escrow account by West Windsor Township. Appeals from a determination of the Director may be made to the Tax Court in accordance with the provisions of the State Tax Uniform Procedure Law, N.J.S.A. 54:48-1, et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.

Section 2. In the event of any conflict between the provisions and requirements of this section and the provisions and requirements of any other section of this chapter, the provisions and requirements of this section shall govern.

Section 3. This ordinance shall take effect twenty days after action or inaction by the Mayor as approved by law, or an override of a mayoral veto by the Council, whichever is applicable; upon filing with the Mercer County Planning Board; and upon publication according to law.

Brackets mean removal[]; **Bold** and underline mean added

INTRODUCTION:

PLANNING BOARD APPROVAL:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: October 17, 2023

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Introduction and subsequent adoption of an ordinance amending Section 200-88 "Off-Tract Street Improvements" to modify the Development Fee Collection Procedure

SOURCE OF FUNDING: NA

CONTRACT AMOUNT: NA

CONTRACT LENGTH: NA

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Summary
Memorandum from Samuel J. Surtees
Ordinance

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


Department/Division Head

10-17-23


Date

APPROVED FOR AGENDA OF: November 13, 2023

By:


Marlena Schmid, Business Administrator

MEETING DATE: 11/7 **Ordinance #** 2023-24 **Resolution #** _____

Council Action Taken:

2023-24

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 168, SECTION 200-88, OFF-TRACT STREET IMPROVEMENTS PART 3, "SUBDIVISION AND SITE PLAN PROCEDURES," ARTICLE XVIII, "OFF-TRACT IMPROVEMENTS" TO MODIFY THE DEVELOPMENT FEE COLLECTION PROCEDURE

WHEREAS, the West Windsor Township off-tract street improvements regulations requires developers, as a condition of final subdivision approval and final site plan approval, to pay their pro rata share of the cost of providing reasonable and necessary street improvements located outside the property limits of their development that are necessitated or required by construction or improvements within such development; and

WHEREAS, Section 200-88G of the Township Code provides that ten percent of the applicant's pro rata share is payable to the Township upon the issuance of the first building permit; and

WHEREAS, it is more difficult, due to administrative processes, to track and collect the ten percent payment of the pro rata share if it is tied to issuance of the building permit; and

WHEREAS, a condition of issuance of a zoning permit is that payment of the ten percent of the pro rata share is satisfied at that time; and

WHEREAS, it is more efficient and expedient to require the payment of the ten percent of the pro rata share to the issuance of the zoning permit instead of the building permit, which would therefore facilitate development projects achieving Code compliance without unduly burdening the developer.

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

Section 1. Chapter 200 of the Code of the Township of West Windsor (1999) Land Use, Part 3 Subdivision and Site Plan Procedures, Article XVIII Off-Tract Improvements, Section 200-88 Off-tract street improvements is hereby amended as follows. Added text is underlined, and text being eliminated is ~~struck through~~.

§ 200-88. Off-tract street improvements.

- G. When payment is due; failure to pay. Ten percent of the applicant's pro rata share shall be payable upon the issuance of the first ~~building~~ zoning permit, and the balance due shall be payable upon the issuance of certificates of occupancy so that at any given time the amount paid as a percentage of the total amount due is at least as great as the floor area covered by the certificates of occupancy as a percentage of the total floor area approved, in the case of nonresidential development, or of the number of dwelling units for which certificates of occupancy have been issued as a percentage of the total number of dwelling units approved, in the case of residential development. In the case of developments being constructed in phases for which separate pro rata share calculations are undertaken pursuant to Subsection B, the payment obligation shall accrue on a phase-by-phase basis. As of the date of each

payment, each payment shall be adjusted by multiplying it by a fraction, the numerator of which is the index as of the date each payment is made and the denominator of which is the index of the date Township Council authorizes execution of this agreement. As used herein, "the index" means the highway bid price index for the State of New Jersey, as published by McGraw Hill Publishing Co., or its successor, in the Dodge Building Cost indexes for United States and Canadian Cities, and shall be the average of the Philadelphia area and the New York Metropolitan area. If, as of any relevant date the index is no longer published or issued, the Federal Highway Administration's bid price index or other such index as accurately reflects the cost of constructing road improvements in New Jersey shall be used in place thereof. If the applicant fails to pay the amounts due and owing, the Township may stop construction until payment is made.

Section 2. In the event of any conflict between the provisions and requirements of this section and the provisions and requirements of any other section of this chapter, the provisions and requirements of this section shall govern.

Section 3. This ordinance shall take effect twenty days after action or inaction by the Mayor as approved by law, or an override of a mayoral veto by the Council, whichever is applicable; upon filing with the Mercer County Planning Board; and upon publication according to law.

Brackets mean removal[]; Bold and underline mean added

Introduction:

Planning Board Approval:

Public Hearing:

Adoption:

Mayor Approval:

Effective Date: