

## **EAST WINDSOR TOWNSHIP COUNCIL**

Tuesday, November 26, 2019

7:30 p.m.

### **MINUTES**

#### **CALL TO ORDER:**

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 7:30 p.m. on Tuesday, November 26, 2019.

#### **VERIFICATION:**

Municipal Clerk Kelly Lettera certified that the meeting was noticed on January 11, 2019 in the annual meeting notice and on November 22, 2019, notices were sent to the Trenton Times, filed in the office of the Municipal Clerk and posted in the East Windsor Municipal Building. All requirements of the open public meeting act have been satisfied.

#### **FLAG SALUTE:**

Led by Council Member John Zoller.

#### **ROLL CALL:**

Present were Council Members Denise Daniels, Alan Rosenberg, Peter Yeager, John Zoller and Mayor Janice Mironov. Council Members Marc Lippman and Perry Shapiro were absent. Also present were Township Attorney David Orron, Assistant Township Manager Jay Delaney and Municipal Clerk Kelly Lettera.

#### **PRESENTATIONS & PROCLAMATIONS:**

Womanspace Communities of Light – December 2, 2019

#### **INTERVIEWS FOR BOARDS AND COMMISSIONS:**

Jerry Ford IV, East Windsor Regional School District Highstown High School student, was interviewed and is interested in volunteering for the Union Transportation Trail.

Shruti Nagpal, East Windsor Regional School District Highstown High School student, was interviewed and is interested in Health Advisory Board or Recreation Commission.

Alisha Greenstein, East Windsor Regional School District Highstown High School student, was interviewed and is interested in Health Advisory Board or Commission on Aging.

#### **PUBLIC FORUM:**

No one spoke from the public.

#### **MINUTES:**

October 23, 2018

Mayor Mironov stated October 23, 2019 minutes were approved on October 15, 2019 with changes.

February 12, 2019

Mayor Mironov stated a few revisions needed to be made to pages 4 and 8 on the February 12, 2019 Council meeting minutes.

It was MOVED by Zoller, SECONDED by Rosenberg to approve February 12, 2019 minutes with revisions.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, February 12, 2019 minutes were approved with the revisions.

March 19, 2019

Mayor Mironov held the March 19, 2019 minutes.

July 23, 2019

Mayor Mironov stated the July 23, 2019 minutes were held at the September 10, 2019 Council meeting with revisions.

August 6, 2019

Mayor Mironov stated the August 6, 2019 minutes were approved on September 24, 2019 with changes.

September 10, 2019

October 15, 2019

October 29, 2019

November 6, 2019

The remaining minutes of September 10, 2019, October 15, 2019, October 29, 2019 and November 6, 2019 were rescheduled to the next regularly scheduled meeting.

**ORDINANCE – PUBLIC HEARING:**

**ORDINANCE – INTRODUCTION:**

**ORDINANCE 2019-08** An Ordinance to Authorize Acquisition for Open Space of an Approximately 8.2 Acre Site, Located At 949 Windsor-Perrineville Road, and Designated on the East Windsor Township Tax Map As Block 31, Lot 21

**TOWNSHIP OF EAST WINDSOR  
COUNTY OF MERCER  
ORDINANCE NO. 2019-08**

**AN ORDINANCE TO AUTHORIZE ACQUISITION FOR OPEN SPACE OF AN APPROXIMATELY 15.7 ACRE SITE, LOCATED AT 949 WINDSOR PERRINEVILLE ROAD, AND DESIGNATED ON THE EAST WINDSOR TOWNSHIP TAX MAP AS BLOCK 31, LOT 21**

**WHEREAS**, the Township Council of the Township of East Windsor has determined that it is in the best interests of the Township to acquire an approximately 15.7 acre parcel of land located at 949 Windsor Perrineville Road, and designated on the East Windsor Township Tax Map as Block 31, Lot 21 (the "Property"), for use as open space; and

**WHEREAS**, the Property is presently owned by Ronald J. Riggenbach and Judy C. Riggenbach (the "Owners"), residing at 86 Coffey Hill Road, Ware, Massachusetts 01082; and

**WHEREAS**, an Agreement of Sale, between East Windsor Township and the Owners, has been negotiated with a purchase price of \$225,000.00 for the Property; and

**WHEREAS**, the Township has been awarded New Jersey Green Acres Program grants and Mercer County Open Space grants to fund the purchase of the 15.7 acre Property.

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

**I**

The Mayor, Municipal Clerk, Township Manager, Township Engineer and Township Attorney be and are hereby authorized to take all necessary actions to acquire an approximately 15.7 acre parcel of land located at 949 Windsor Perrineville Road, and designated on the East Windsor Township Tax Map as Block 31, Lot 21, for use as open space, pursuant to the Agreement of Sale between the Owners and the Township of East Windsor. This authorization includes, but is not limited to, the execution of an Agreement of Sale with a purchase price of \$225,000.00, payment of the contract purchase price, and the acceptance and recording of a Deed to the Property.

**II  
REPEAL**

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

### **III SEVERABILITY**

If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

### **IV EFFECTIVE DATE**

This Ordinance shall take effect 20 days after final passage and publication according to law.

Mayor Mironov stated there is a small typo in the second whereas. She also stated the public hearing will be held on December 17, 2019. Mayor Mironov stated Ordinance 2019-08 is to approve the purchase of the open space parcel and approve Township signing of contracts. Mayor Mironov requested the Township Manager get the assessment report on the property and once the report is received a notice to proceed for the survey services needs to be sent out.

It was **MOVED** by Daniels, **SECONDED** by Rosenberg to approve Ordinance 2019-08 on introduction, authorize publication as required by law and set public hearing for December 17, 2019.

**ROLL CALL:** Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes and no (0) nays, Ordinance 2019-08 was approved on introduction, authorize publication as required by law and set public hearing for December 17, 2019.

### **RESOLUTIONS:**

**Resolution R2019-183** Approval of Open Space Assistance Agreement with Mercer County for Acquisition of Property Located at 641 Etra Road, (Block 32, Part of Lot 13.01)

### **RESOLUTION R2019-183 EAST WINDSOR TOWNSHIP MERCER COUNTY**

**WHEREAS**, the Township of East Windsor has applied to Mercer County for a grant under the Mercer County Municipal and Non-Profit Assistance Program for the acquisition of approximately 11.32 acres of open space located at 641 Etra Road (Block 32, Part of Lot 13.01); and

**WHEREAS**, the County of Mercer has approved the application submitted by the Township and has found it to be in conformance with the scope and intent of the Mercer County Open Space and Recreation Plan.

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

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Project Agreement (File No: 1904) between the County of Mercer and Township of East Windsor for a grant in the amount of \$96,000 for the acquisition of approximately 11.32 acres of open space located at 641 Etra Road (Block 32, Part of Lot 13.01)
2. This Resolution shall take effect immediately.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated that some of the paperwork received from the county was mislabeled and a few revisions need to take place in the Resolution and in the agreement to reflect the correct acreage, address and block and lot.

[NOTE: Revisions are reflected in the above Resolution.]

It was **MOVED** by Zoller, **SECONDED** by Yeager to approve Resolution R2019-183 with the revisions.

**ROLL CALL:** Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-183 was approved with the revisions.

**Resolution R2019-184** Authorizing Purchase and Installation of Two Dump Trucks Bodies and Lifts from Norcia Corporation for Department of Public Works

**RESOLUTION R2019-184  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need for purchase and installation of two (2) replacement dump truck bodies and body lifts for the Public Works Department; and

**WHEREAS**, three (3) written quotes were obtained to provide this service; and

**WHEREAS**, the lowest cost proposal was submitted by Norcia Corporation; and

**WHEREAS**, since the purchase is under \$17,500, public bids are not required as set forth in N.J.S.A. 40A:11-4 requiring public advertising and bidding for contracts for a sum exceeding the aggregate amount as calculated periodically by the Governor, pursuant to N.J.S.A. 40A:11-3 which amount is \$17,500; and

**WHEREAS**, the Township Council has reviewed the Director of the Public Works Department's recommendation for this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$16,817.50 and funds are available in Capital Account No. C-04-55-970-915-917 entitled Ordinance 2014-08, "DPW Acquisition of Mason Dump Truck" in the amount of \$16,414.50 and funds in the 2019 Municipal Operating Budget Account No. 9-01-28-375-412-225 in the amount of \$403.00, in a total amount not to exceed \$16,817.50, as evidenced by the Chief Financial Officer's Certification No. C2019-019.

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

1. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Norcia Corporation, 451 Blackhorse Lane, North Brunswick, NJ 08902, for purchase and installation of two (2) replacement dump truck bodies and body lifts, for R-15, 2002 Ford Mason Dump truck, and R-6, 2008 Ford Mason Dump truck, in the amount of \$8,408.75 each, for a total amount not to exceed \$16,817.50, all in accordance with the attached quote.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated the first paragraph should read as "there is a need for purchase and installation of two (2) replacement dump truck bodies and body lifts" and in the now therefore the trucks should be labeled as R-6 and R-15.

[NOTE: Revisions are reflected in the above Resolution.]

It was **MOVED** by Daniels, **SECONDED** by Rosenberg to approve Resolution R2019-184 with the revisions.

**ROLL CALL:** Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-184 was approved with the revisions.

**Resolution R2019-185** Authorizing Purchase of Two Replacement Lawn Mowers from Turf Equipment and Supply Company for Department of Public Works

Mayor Mironov requested to hold Resolution R2019-085 awaiting additional quotes to further justify the pricing.

**Resolution R2019-186** Authorizing Purchase and Installation of New Emergency Lighting Center Consol Panel, Rear Command Cabinet and Vehicle Lettering for the 2020 Chevrolet Tahoe from Kaldor Emergency Lights, LLC for East Windsor Volunteer Fire Company No. 1

**RESOLUTION R2019-186  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase and install new emergency lighting, a center consol panel with control switches for operation of lights, rear command cabinet and vehicle lettering on the new 2020 Chevrolet Tahoe Command vehicle for East Windsor Volunteer Fire Company #1; and

**WHEREAS**, quotes were solicited from four (4) vendors to provide this equipment; and

**WHEREAS**, since the purchase is under \$17,500, public bids are not required as set forth in N.J.S.A. 40A:11-4 requiring public advertising and bidding for contracts for a sum exceeding the aggregate amount as calculated periodically by the Governor, pursuant to N.J.S.A. 40A:11-3 which amount is \$17,500; and

**WHEREAS**, the lowest cost proposal was submitted by Kaldor Emergency Lights, LLC; and

**WHEREAS**, the Township Council has reviewed the recommendation made by the Township Manager; and

**WHEREAS**, the maximum amount of the purchase is \$13,846.20 and funds are available in Account No. C-04-55-980-923-927 entitled Ordinance 2019-01 entitled "FC#1 Sport Utility Vehicle Acquisition", as evidenced by the Chief Financial Officer's Certification No. C2019-021.

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

1. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to: Kaldor Emergency Lights, LLC, 19 Vanderburg Road, Marlboro, NJ 07746, for operation of lights, rear command cabinet for communications and vehicle lettering for the new 2020

Chevrolet Tahoe SUV Command vehicle, for a total amount not to exceed \$13,846.20, for the East Windsor Volunteer Fire Company No. 1, Inc., all in accordance with the attached quote.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated a memo requesting this purchase was submitted by the East Windsor Volunteer Fire Company No. 1 Chief and then the Manager's office provided the recommendation. Mayor Mironov requested, in the future, all purchases that have accessories that need to be installed that everything is requested together in one memo.

It was MOVED by Yeager, SECONDED by Rosenberg to approve Resolution R2019-186.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-186 was approved.

**Resolution R2019-187** Authorizing Cancellation of Ordinance 2012-6 Balance

**RESOLUTION R2019-187  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, Ordinance 2012-6, which was adopted on May 1, 2012, provided for an alternate funding source for the acquisition of open space in and by the Township of East Windsor for a ten year period and authorized the issuance of \$2,690,000 in bonds or notes for this purpose; and

**WHEREAS**, during the year ended December 31, 2019, no debt was issued by the Township pursuant to this ordinance; and

**WHEREAS**, it is necessary to formally cancel the 2019 portion of debt of \$269,000.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the unissued debt authorized in Ordinance 2012-6 of \$269,000 be canceled.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated the cancellation is done annually and is required by Green Acres to show stable funding and qualifications for the open space status. She stated a recommendation memo was provided by the Finance Director on the cancellation.

It was MOVED by Yeager, SECONDED by Zoller to approve Resolution R2019-187.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-187 was approved.

**Resolution R2019-188** Authorizing Cancellation of Grant Receivable and Reserve Balances

**RESOLUTION R2019-188  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, grant receivable and reserve balances of \$7,111.39 remain on the Capital Fund balance sheet have expired; and

**WHEREAS**, it is necessary to formally cancel the receivable and reserve balances from the balance sheet;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the following grant receivable and reserve balances be cancelled:

<b>Receivable:</b>		
	2017/2018 NJ Transit Bus Grant	\$1,050.17
<b>Reserve:</b>		
	2017/2018 NJ Transit Bus Grant	\$3,636.80
	2018/2019 NJ Transit Bus Grant	\$2,424.42

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated a memo and recommendation was provided by the Finance Director on the cancellation of receivable and reserve balances.

It was MOVED by Rosenberg, SECONDED by Yeager to approve Resolution R2019-188.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-188 was approved.

**Resolution R2019-189** Authorizing Cancellation Among the 2019 Budget Appropriations

**RESOLUTION R2019-189  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, N.J.S.A 40A:4-60 provides that any unexpended balances of appropriations may be cancelled prior to the end of the fiscal year; and

**WHEREAS**, it is necessary that Current Fund budget appropriation balances which remain unexpended be formally cancelled so that the unexpended balances may be credited to fund balance.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the attached listed unexpended balances of the Current Fund be cancelled.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated a memo and recommendation was provided by the Finance Director.

It was MOVED by Yeager, SECONDED by Rosenberg to approve Resolution R2019-189.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-189 was approved.

**Resolution R2019-190** Award of Contract for Leaf Disposal with Mendies Farm for the Public Works Department

**RESOLUTION R2019-190  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need for a site for leaf disposal for the fall/winter 2019 season; and

**WHEREAS**, one (1) bid for the disposal of leaves was received by the Municipal Clerk's Office on November 19, 2019; and

**WHEREAS**, the only bid was received from Mendies Farm LLC, at \$3.00 per cubic yard; and

**WHEREAS**, the Township Council has reviewed the recommendation of the Director of Public Works on the bids; and

**WHEREAS**, the Chief Financial Officer has determined that sufficient

funds are available in the Budget line item appropriation account specified as 9-30-32-305-300-237, entitled Disposal Fees, in the amount of \$30,000, as evidenced by the Chief Financial Officer's Certification No. G2019-007.

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

1. The contract for the disposal of leaves collected by East Windsor Township is awarded to Mendies Farm LLC, 65 North Rochdale Avenue, Roosevelt, New Jersey 08555, at \$3.00 per cubic yard, in an amount not to exceed \$30,000, upon receipt of a fully executed contract and all other required documents.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the contract for same.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on November 26, 2019.

Mayor Mironov stated a recommendation from the Director of Public Works was provided to Mayor and Council on the purchase. She requested revisions in the first, second and third paragraphs and in the Now Therefore. Mayor Mironov also requested that the 2020 Disposal of Leaves needs to be calendared in the Manager Office, Clerk's Office and Department of Public Works as a reminder.

[NOTE: Revisions are reflected in the above Resolution.]

It was MOVED by Zoller, SECONDED by Rosenberg to approve Resolution R2019-190 with the revisions.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, Resolution R2019-190 was approved with the revisions.

**Resolution R2019-XXX** Approval to Execute Agreement with Middlesex County Municipal Joint Insurance Fund for Workers Compensation and Employees Liability, General Liability Coverage, Motor Vehicle and Equipment Liability Coverage, Property Damage Coverage and Environmental Liability

Mayor Mironov requested to hold Resolution R2019-XXX for further information regarding pricing, any changes in the coverage or in the agreement, and more attention needs to be provided to the information being provided to Mayor and Council.

**APPLICATIONS:**

**REPORTS BY COUNCIL AND STAFF:**

Council Member Rosenberg stated the Clean Communities Committee sponsored a recycling puppet show event that was held at Walter C. Black School on November 19. Mayor Mironov requested that staff reach out to Walter C. Black School and get feedback regarding the show. Council Member Yeager stated the East Windsor Municipal Alliance for the Prevention of Substance Abuse met on November 14 and discussed the new grant requirements and future alliance events. He further stated, the Recreation Commission also met on November 14 and discussed the schedule of events for 2020 and 2020 summer camp. Council Member Rosenberg stated the Commission on Aging met on November 14 and discussed the online senior center directory. Mayor Mironov stated the subcommittee met with the architect on the expansion of the senior center and provided the information to the civil engineer to examine the site and the feasibility of the proposed expansion areas. She further stated there appears to be no issues with the project and once the subcommittee receives feedback, then they will decide what the next steps will be moving forward and when a presentation to the public will take place. Mayor Mironov stated the Economic Development Committee met on November 7 and discussed the gateway signs, the revamping of the art installation proposal, the recommendations of the master plan reexamination and a business event that will be held in 2020. She further stated she attended an Eagle Scout Court of Honor for Cameron Watkins on November 23. Council Member Daniels reported that the Health Advisory Board met on November 14 and discussed the closing of the community garden and 2020 events.

**CORRESPONDENCE:**

**APPOINTMENTS:**

**APPROVAL OF BILLS:**

Mayor Mironov stated a 2019 Current Bill list, 2018 Current Bill list, a Capital Bill List and other miscellaneous bill lists and trust accounts were provided.

Council Member Daniels questioned the current 2019, page 13, which Mayor Mironov stated, Mayor and Council are still waiting on a list. Council Member Zoller questioned current 2019, page 4 battery charges and spring repairs. Mayor Mironov asked the Township Manager and Finance Director “what the policy is, on page 7 and 8, regarding the reimbursement costs. She further requested that a report be provided to Mayor and Council prior to any bills going out.

It was MOVED by Zoller, SECONDED by Rosenberg to approve the Bill Lists with the clarifications and holds.

ROLL CALL: Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, the various presented Bill Lists were approved with the clarifications and holds.

**MATTERS BY COUNCIL:**

Council Member Zoller stated he is interested in keeping the Arboretum grant on the agenda under discussions. Mayor Mironov stated she will not carry the item until it is ready to be discussed and the report is still being reviewed by the Landscape Architect. Council Member Daniels stated that Conover Road appears to be open. Mayor Mironov stated Conover Road is open. Mayor Mironov stated Passport Service Day is on December 5, 2019. She reported the following correspondence was received: a Tax Collector's report, dated October 31, a memo, dated November 4, from the Director of Public Works regarding the work boots invoice, a memo from the Manager, dated November 12, regarding the police training costs, a memo, dated October 31, from the Director of Public Works on the No Net Loss tree planting payments, a memo, dated November 7, from the Director of Public Works on the follow-up and condition of Brooktree Road, a memo, dated November 4, from the Director of Public Works regarding the Etra Lake bathrooms winterization, a memo, dated November 19, from ACT engineers regarding the Old Cranbury Road/Rocky Brook Road project, and a memo, dated November 26, from the Assistant Township Manager regarding Hankins Road/Conover Road/ Route 130 project payments to Maser Consulting. Mayor Mironov requested that the Township Manager and Director of Public Works review the Maser project and information for accuracy. Mayor Mironov requested an update on the Mercer at Play Anker Park project and a plan to move forward. Mayor Mironov requested a report regarding the electric bills and reason why the cost has increased with the new system and what staff is willing to do to correct the issue. She stated she will not be paying the bills until she receives that report. Mayor Mironov stated she left information for the Township Manager tonight regarding the Educational Coop Program. She stated she is looking for information on the topic and requested that it is listed on the next regularly scheduled agenda. Mayor Mironov stated the Township Attorney is handling the status for Magnolia Ridge and she requested an updated report from ACT on the work that has been done and what is remaining. Mayor Mironov requested an update regarding the Shoppes of East Windsor. Mayor Mironov stated the Township will be receiving a municipal aid grant award in the amount of \$600,361.00 for Exeter Road area roadways. She requested that an RFP be prepared to go out immediately for engineering services.

**DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:**

1. FY 2021 Mercer County Planning Incentive Grant Application (Farmland Preservation Plan)

Mayor Mironov asked if anyone reaches out to the farms annually to see if they would like to be preserved. The Assistant Township Manager stated the county does go out routinely and they check with the listed farmers to inquire on their interest. Mayor Mironov further requested for the county to leave her a message on that question. She

further requested that staff draft a letter to the county and include the question in the drafted letter.

2. Union Transportation Trail Extension Project: Status Report by Township Manager

Mayor Mironov stated the project needs to move forward with Hopewell Valley Engineering and an action plan needs to be in effect.

3. Dutch Neck Road/ Morrison Road Resurfacing Improvement Project: Status Report by Township Manager

Mayor Mironov requested a copy of an updated memo and the highway occupancy permit on the project. She further stated a memo, dated November 18, from T&M Associates was provided to Mayor and Council with the cost to prepare the highway occupancy permit within a week. Mayor Mironov stated she is looking to move forward and thought the Township should move forward with T & M Associate's proposal.

It was **MOVED** by Yeager, **SECONDED** by Rosenberg to approve the request for T & M Associates to prepare the highway occupancy permit for the Dutch Neck Road/Morrison Road project and list a Resolution on the next regularly scheduled agenda.

**ROLL CALL:** Ayes – Daniels, Rosenberg, Yeager, Zoller, Mironov  
Nays – None

There being five (5) ayes, and no (0) nays, approving the request for T & M Associates to prepare the highway occupancy permit for the Dutch Neck Road/Morrison Road project and list a Resolution on the next regularly scheduled agenda.

Mayor Mironov stated the December 3, 2019 meeting will be cancelled and the next regularly scheduled meeting will be on December 17, 2019.

**MATTERS BY PUBLIC:**

**ADJOURNMENT:**

There being no further business Mayor Mironov declared the meeting adjourned at 9:14 p.m.

Next Meeting: Tuesday, December 17, 2019.

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Kelly Lettera  
Municipal Clerk

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Janice S. Mironov  
Mayor

