

## **EAST WINDSOR TOWNSHIP COUNCIL**

Tuesday July 7, 2020

5:30 p.m.

### **MINUTES**

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

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 5:30 p.m. on Tuesday, July 7, 2020.

#### **VERIFICATION:**

Municipal Clerk Kelly Lettera certified that the meeting was noticed on January 10, 2020 in the annual meeting notice and on July 1, 2020, 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 virtually by Council Member Denise Daniels

#### **ROLL CALL:**

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

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

Mayor Mironov stated a few Eagle Scouts will be having their ceremonies within the next few weeks and those Eagle Scouts will need to be added to the next agenda.

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

#### **PUBLIC FORUM:**

No one from the public spoke.

#### **MINUTES:**

January 28, 2020

Mayor Mironov stated the January 28, 2020 minutes were held at the previous Council meeting pending revisions. She stated page 1, 3, 4, 13 and 17 will need to be revised.

It was MOVED by Daniels, SECONDED by Rosenberg to approve the January 28, 2020 Council meeting minutes with the revisions

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

There being seven (7) ayes and no (0) nays, the January 28, 2020 minutes were approved with the revisions.

December 17, 2019  
January 14, 2020  
February 11, 2020  
February 25, 2020  
March 10, 2020  
March 24, 2020  
April 7, 2020  
April 21, 2020  
May 5, 2020  
May 19, 2020  
June 2, 2020

All remaining minutes were rescheduled to the next regularly scheduled meeting.

**ORDINANCE – PUBLIC HEARING:**

**ORDINANCE – INTRODUCTION:**

**Ordinance 2020-09**                      Bond Ordinance Providing a Supplemental Appropriation of \$1,500,000 for the Senior Center Expansion Project in and by the Township of East Windsor, in the County of Mercer, New Jersey, and Authorizing the Issuance of \$1,500,000 Bonds or Notes of the Township to Finance the Cost Thereof

[NOTE: Due to the size of Ordinance 2020-09, the Ordinance is on the East Windsor Township website.]

Mayor Mironov stated that copies of a memo pertaining to Ordinance 2020-09 were distributed in Mayor and Council boxes prior to the adoption. She stated that Bond Ordinance 2020-07 was adopted previously at a Council meeting and in that Ordinance there were two grants for the expansion of the senior center. She stated the first grant was the Small Cities Community Development Block grant in the amount of \$400,000 and the second grant was the Mercer at Play grant in the amount of \$950,000. She stated the reason for Ordinance 2020-09 is to supplement and ensure that all proper funding is in place for the expansion. She also stated Ordinance 2020-09 is a supplement and amendment to Ordinance 2020-07. She stated that the grant acts as the down payment for the expansion so the Ordinance does not need to be increased to reflect a down payment. Mayor Mironov stated a committee was appointed to work with the Township retained Architect to provide design and insight for the expansion of the senior center. She stated the committee along with the Architect had a Special meeting which was held at the senior center earlier in the year to provide concept plans and specifications to the public on the expansion project. She stated that the specifications and the plans were completed and the bid is out with a return date of July 10, 2020. She requested that the action on the bid award for the senior center be scheduled for the next Council meeting. Mayor Mironov stated staff is moving forward with the project and she feels it is a good time in the market due to the health emergency and people looking for work. She stated that the

senior center is also currently closed to the public which also makes it a good time to move forward at a fast pace. Mayor Mironov stated once bids are received, staff will have a better idea on how quickly the project can get moving. Mayor Mironov stated the senior center is at max capacity and everyone is very excited for the project to begin. She stated the expansion enables East Windsor and Hightstown Borough residents the opportunity to take better advantage of additional classes and programs being offered. Mayor Mironov stated East Windsor Township has a shared services agreement with the Borough of Hightstown to share the senior center.

It was **MOVED** by Yeager, **SECONDED** by Lippman to approve Ordinance 2020-09 on introduction, authorize publication as required by law and set public hearing for July 21, 2020.

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

There being seven (7) ayes and no (0) nays, Ordinance 2020-09 was approved on introduction, authorize publication as required by law and set public hearing for July 21, 2020.

## **RESOLUTIONS:**

**Resolution R2020-099** Chapter 159 – Amending the 2020 Municipal Budget Providing an Item of Revenue and Appropriation for the 2020 Clean Communities Grant

### **RESOLUTION R2020-099 EAST WINDSOR TOWNSHIP MERCER COUNTY**

**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 special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for equal amount; and

**WHEREAS**, the Township Director of Finance has advised that the funds have been received by the Township as set forth below.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of East Windsor, County of Mercer, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the following:

1. The insertion of an item of revenue in the budget of the year 2020 in the sum of \$48,445.20 which item is now available as revenue from FY2020 Clean Communities Grant, pursuant to the provisions of the statute.

2. A like sum of \$48,445.20 is hereby appropriated under the caption of FY2020 Clean Communities Grant.

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 July 7, 2020.

Mayor Mironov stated a recommendation memo was provided to Mayor and Council from the Director of Finance.

It was MOVED by Rosenberg, SECONDED by Lippman to approve Resolution R2020-099.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-099 was approved.

**Resolution R2020-100**      Approval of Amended Agreement for Eminent Domain and Redevelopment Attorney Services with M. James Maley, Jr., Maley & Associates

**RESOLUTION R2020-100  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on November 1, 2016, by Resolution R2016-156, the Township Council, after soliciting proposals and in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5 et seq., approved a one year professional services agreement with Maley & Associates as Eminent Domain/Redevelopment Attorney in the amount of \$20,000; and

**WHEREAS**, on April 2, 2019, by Resolution R2019-057, the Township amended the agreement for Eminent Domain/Redevelopment Attorney Professional Services increasing the current contract from \$20,000 to \$40,000 for general services; and

**WHEREAS**, the Township needs to increase the amended contract amount from \$40,000 to \$47,472.97; and

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

**WHEREAS**, the amount of compensation authorized under this Amendment to the Agreement for professional services with Maley & Associates is \$7,472.97 for a total contract amount not to exceed \$47,472.97 and sufficient funds are available in Budget Account No. V-20-56-852-856 entitled “Reserved for Transportation Improvement”, as evidenced by the Chief Financial Officer’s Certification No. T2020-008.

**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 Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Amendment to the Agreement for Eminent Domain/Redevelopment Attorney between the Township of East Windsor and Maley & Associates increasing the agreement by \$7,472.97 to a total agreement amount not to exceed \$47,472.97.
2. This Contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the contract is for service performed by persons authorized by law to practice a recognized profession that is required by law, but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.
3. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the East Windsor Township Council at a meeting held on July 7, 2020.

Mayor Mironov requested that the Resolution reflect the increased amount in paragraph two as well as in the Now therefore section. She also stated a recommendation memo was provided to Mayor and Council from the Township Manager for these services.

[NOTE: The above Resolution reflects the changes requested.]

It was MOVED by Zoller, SECONDED by Rosenberg to approve Resolution R2020-100 with the revisions.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-100 was approved with the revisions.

**Resolution R2020-101** Authorizing Purchase of SCBA Mask Bags from Minerva Bunker Gear Cleaners for East Windsor Volunteer Fire Company No. 1

**RESOLUTION R2020-101  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase thirty SCBA Mask Bags for the East Windsor Volunteer Fire Company No. 1, Inc.; and

**WHEREAS**, three written quotes were obtained to provide this equipment; and

**WHEREAS**, the lowest cost proposal was submitted by Minerva Bunker Gear Cleaners; 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 Township Manager's recommendations on this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$1,455.00 and funds are available in Capital Account No. C-04-55-980-923-531 entitled Ordinance 2019-01 "FC #1 Turnout Gear", as evidenced by the Chief Financial Officer's Certification No. C2020-015.

**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: Minerva Bunker Gear Cleaners, 780 East 134 Street, Bronx, NY 10454, for thirty SCBA Mask bags in the amount of \$48.50 each, for a total amount not to exceed \$1,455.00, 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 July 7, 2020.

Mayor Mironov stated the Resolution can be approved but subject to the quotes being updated in the memo. She also requested that for all capital purchases the need for the item needs to be reflected in the memo.

It was **MOVED** by Lippman, **SECONDED** by Rosenberg to approve Resolution R2020-101 with the condition that the quotes for the file are revised.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-101 was approved with the condition to provide updated quotes in the memo.

**Resolution R2020-102** Authorizing Purchase of Self Contained Leaf Vacuum from Old Dominion Brush Company for the Department of Public Works

**RESOLUTION R2020-102  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase a replacement leaf vacuum for the Public Works Department; and

**WHEREAS**, three quotes were obtained to purchase this equipment; and

**WHEREAS**, East Windsor Township is a member of the Sourcewell (formerly NJPA) Cooperative Pricing System and, in accordance with N.J.S.A. 40A:11-10 and N.J.A.C. 5:34-7.11, the Township can purchase goods and services through an approved cooperative pricing system recognized by the State of New Jersey without public bidding when the vendor is an approved state contractor or part of an approved cooperative; and

**WHEREAS**, Old Dominion Brush Co., Inc. is the lowest cost proposal for one new self-contained, trailer mounted leaf vacuum, through Sourcewell (Formerly NJPA) Contract #041217-ODB; and

**WHEREAS**, this equipment can and will be purchased through Sourcewell Formerly NJPA contract #041217-ODB, which is valid through July 7, 2021; and

**WHEREAS**, the Township Council has reviewed the Director of Public Work's recommendations on this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$86,178.32 and funds are available in the Capital Fund Account No. C-04-55-980-924-631 entitled Ordinance 2020-07 "Self Contained Leaf Vacuum Acq.", as evidenced by the Chief Financial Officer's Certification No. C2020-017.

**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 Old Dominion Brush Company, 5118 Glen Arden Drive, Richmond, Va, 23231, for one model DCL800TM trailer mounted, self-contained leaf vacuum, for a total amount not to exceed \$86,178.32, 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 July 7, 2020.

Mayor Mironov stated a recommendation memo was provided from the Director of Public Works. She also stated for consistency purposes she would like the first and second paragraph revised.

[NOTE: The above Resolution reflects the changes.]

It was MOVED by Rosenberg, SECONDED by Daniels to approve Resolution R2020-102 with the revisions.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-102 was approved with the revisions.

**Resolution R2020-103**      Authorizing Purchase of Leaf Equipment from Old Dominion Brush Company for the Department of Public Works

**RESOLUTION R2020-103  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase various replacement leaf equipment for the Public Works Department; and

**WHEREAS**, Old Dominion Brush Company, is the sole provider and only local vendor authorized to sell this equipment; and

**WHEREAS**, since the purchase is under \$17,500.00, 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 \$17,500.00; and

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

**WHEREAS**, the maximum amount of the purchase is \$5,150.00 and funds are available in the Capital Fund Account No. C-04-55-980-919-631 entitled Ordinance 2016-08 entitled “DPW Leaf Equipment Acq.” as evidenced by the Chief Financial Officer’s Certification No. C2020-016.

**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 Old Dominion Brush Company, 5118 Glen Alden Drive, Richmond, Va. 23231, for the purchase of one PTO Clutch Kit in the amount of \$1,900.00, three ODLCT60.33 impeller fans in the amount of \$1,000.00 each, and an additional shipping charge in the amount of \$250.00, for a total amount not to exceed \$5,150.00, 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 July 7, 2020.

Mayor Mironov stated a recommendation memo was provided from the Director of Public Works for this purchase. She also stated for consistency purposes, she would like the second paragraph revised to reflect the reason for the purchase to be a sole provider.

[NOTE: The above Resolution reflects the changes.]

It was MOVED by Lippman, SECONDED by Rosenberg to approve Resolution R2020-103 with the revision.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-103 was approved with the revision.

**Resolution R2020-104**      Authorizing Purchase of F450 Mason Dump Truck from Winner Ford for Department of Public Works

**RESOLUTION R2020-104  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase a replacement Mason Dump Truck for the Department of Public Works; and

**WHEREAS**, three quotes were obtained to purchase this equipment; and

**WHEREAS**, public bids are not required when the purchase is under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

**WHEREAS**, the lowest responsive quote was submitted by Winner Ford through State Contract No. T-2102 which is valid through March 11, 2021; and

**WHEREAS**, the Township Council has reviewed the recommendation made by the Director of Public Works; and

**WHEREAS**, the maximum amount of the purchase is \$63,491 and funds are available in Capital Account No. C-04-55-980-924-917 entitled Ordinance 2020-07 “Heavy Duty Mason Dump Truck Acq.” as evidenced by the Chief Financial Officer’s Certification No. B2020-018.

**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 Township Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition under State Contract No. T-2102, to Winner Ford, 250 Haddonfield-Berlin Road, Cherry Hill, NJ 08034, for the purchase of a 2020 Ford F450 Cab & Chassis Crew Cab Mason Dump Truck, in an amount not to exceed \$63,491.00, as set forth in 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 July 7, 2020.

Mayor Mironov stated a recommendation memo was provided to Mayor and Council from the Director of Public Works for this purchase. She also requested that paragraphs two and three be revised.

[NOTE: The above Resolution reflects the changes requested.]

It was MOVED by Yeager, SECONDED by Shapiro to approve Resolution R2020-104 with the revisions.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-104 was approved with the revisions.

**Resolution R2020-105**      Authorizing Purchase of Brush Chipper from Vermeer North Atlantic for Department of Public Works

**RESOLUTION R2020-105**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, there is a need to purchase a replacement Heavy Duty Wood Chipper for the Public Works Department; and

**WHEREAS**, four quotes were obtained to provide this equipment; and

**WHEREAS**, East Windsor Township is a member of the Sourcewell (formerly NJPA) Cooperative Pricing System and, in accordance with N.J.S.A. 40A:11-10 and N.J.A.C. 5:34-7.11, the Township can purchase goods and services through an approved cooperative pricing system recognized by the State of New Jersey without public bidding when the vendor is an approved state contractor or part of an approved cooperative; and

**WHEREAS**, Vermeer North Atlantic, Inc. is the lowest cost proposal for one Brush Chipper, through Sourcewell (Formally NJPA) Contract #062117-VRM; and

**WHEREAS**, this equipment can and will be purchased through Sourcewell Formerly NJPA contract #062117-VRM, which is valid through August 17, 2020; and

**WHEREAS**, the Township Council has reviewed the Director of Public Work's recommendations on this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$60,476.00 and funds are available in the Capital Fund Account No. C-04-55-980-924-622 entitled Ordinance 2020-07 "Heavy Duty Wood Chipper Acq.", as evidenced by the Chief Financial Officer's Certification No. C2020-019.

**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 Vermeer North Atlantic, Inc., 7 Maple Avenue, Lumberton, NJ 08048, for one 19" Heavy Duty Wood Chipper, for a total amount not to exceed \$60,476.00, 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 July 7, 2020.

Mayor Mironov stated a memo was provided to Mayor and Council from the Director of Public Works. Mayor Mironov also requested that paragraphs one and two be revised for consistency puposes.

[NOTE: The above Resolution reflects the changes.]

It was **MOVED** by Zoller, **SECONDED** by Shapiro to approve Resolution R2020-105 with the revisions.

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

There being seven (7) ayes, and no (0) nays, Resolution R2020-105 was approved with the revisions.

**Resolution R2020-106**      Authorizing Purchase of Dump Truck with Snowplow and Tailgate Style Spreader from Gabrelli Truck Sales for Department of Public Works

Mayor Mironov requested that Resolution R2020-106 be held till the next regularly scheduled meeting. She requested that the Director of Public Works provide a new revised memo with additional information to reflect what exactly is being purchased.

**APPLICATIONS:**

**REPORTS BY COUNCIL AND STAFF:**

Council Member Shapiro reported that the Planning Board met on July 6 and three applications were heard. He stated the applications were for the features on the senior center expansion and signage and an application on Princeton Hightstown Road all of which were approved. Council Member Rosenberg reported that on June 25 the Commission on Aging met via Zoom and discussed a possible senior prom event that the senior are trying to organize. Council Member Zoller reported that the Economic Development Committee met on July 2 via Zoom and discussed the gateway sign, the Route 33 Art Installation project, and the young entrepreneur group spoke regarding a social media platform for July and signage for outdoor dining during the health emergency for the local restaurants. Mayor Mironov stated Township staff put together an application and permit request for local restaurants who are looking to add or expand their outdoor dining area in accordance with the state guidelines during the health emergency. She stated a little over a dozen restaurants in the Township has participated in the program. She stated applications were provided to the restaurant owners with no fees associated in order to support local businesses and utilize the outdoor dining allowance that the state has provided. She further stated indoor dining is still not permitted due to the New Jersey state guidelines.

**CORRESPONDENCE:**

Mayor Mironov stated she will do correspondence during Matters by Council section of the meeting.

**APPOINTMENTS:**

**APPROVAL OF BILLS:**

Mayor Mironov stated a 2020 Current Bill list, 2019 Current Bill list, a Capital Bill List and other miscellaneous bill lists and trust accounts were provided.

It was MOVED by Lippman, SECONDED by Shapiro to approve the Bill Lists.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Shapiro, Yeager, Zoller, Mironov

Nays – None

There being seven (7) ayes, and no (0) nays, the various presented Bill Lists were approved.

#### **MATTERS BY COUNCIL:**

Mayor Mironov reported the following correspondence was received: a memo, dated June 17, from the Director of Public Works regarding a release of a bill from the last Council meeting; a memo, dated June 22, from the Director of Public Works, regarding a release of the Toro Mower bill; a letter along with materials were received from the Arbor Day Foundation regarding 2019 Tree City USA; the contactless Recycling Day event will be on Wednesday, July 15 from 4:00 to 8:00 p.m. at the Senior Center for document shredding and electronic disposal only with limited staff and residents prohibited from getting out of their car. Mayor Mironov requested a status update on the Exeter Road project. She stated that the engineering work is taking longer than expected and the Township is looking to go out to bid so that the work can start by late Summer or early Fall. Mayor Mironov requested follow-up regarding the summer concerts and events. Mayor Mironov stated that on June 22 the Township was awarded a New Jersey Department of Transportation grant for improvements to Dutch Neck Road between the Hightstown border and Route 130, Morrison Avenue and a piece of Dutch Neck Road on the West side. She stated the work is ongoing and there will be road closures likely to take place this coming week. She further stated that weather permitting, the project should be completed by July 24. Mayor Mironov requested a pre-construction meeting and work schedule for the Shagbark Lane and Charred Oak Lane project in order for the project to move forward. Mayor Mironov requested a status on the Shoppes of East Windsor project and stated she knows the Township Manager has been following up with staff on this. Mayor Mironov requested status updates on the Magnolia Ridge project. She also requested a status update on an email, dated March 2, that was received from the Clerk's office regarding Lightbridge Academy performance bond release.

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

1. Route 130/Hankins Road/Conover Road Realignment Project

##### **Resolution R2020-107**

Approval of Change Order #2 to Contract with The Earle Asphalt Company for Intersection Improvements for Route 130/Hankins Road/Conover Road Intersection Improvements

Mayor Mironov stated the Resolution was listed on tonight's meeting agenda in case action needed to take place immediately. She stated she has several questions on the project and that the Township Manager has taken over the communications with the project engineer in order to get the updates and all questions answered. Mayor Mironov stated questions included are: has a performance bond been submitted on the project; the timing and process for the grant money from the Department of Transportation; if the maintenance bond filing date is accurate; if the quantities are correct in the memo and are they signing off on the billing; has the project been satisfactorily completed and signed off on; the purpose and amount of the retainage; the \$15,000 escrow that was deposited by New Jersey Department of Transportation on the project for night inspections and when the Township will receive that escrow. She requested that the Director of Public Works take a look at everything to ensure all issues

are taken care of for the completion signoff and release of the project. She stated the project is winding down and she is looking to make sure all is taken care of prior to any releases and that the Township is satisfied with the work quality. Mayor Mironov held Resolution R2020-107 due to various questions and for the engineering company to provide more engagement on the project with the Director of Public Works reviewing the closeout requirements. Council Member Yeager and Rosenberg both stated there are a lot of questions the Township needs answers too prior to the closeout. All Council Members unanimously agreed.

2. Township Auction

**Resolution R2020-XXX** Authorizing the Disposition of Surplus Property

**Resolution R2020-XXX** Authorizing Contract with Muncibid Online Government Surplus Auctions

Mayor Mironov stated a memo, dated June 10, was provided to Mayor and Council from the Business Ombudsman with updated information. The Township Manager stated that all the items would be put online due to the health emergency. Mayor Mironov stated that prior to the health emergency ideas were proposed but since then those ideas needed to be revised to reflect that only an online auction will take place for safety purposes. Council Member Yeager stated that at this point the online auction is the best option. Mayor Mironov questioned if the online option is the best option what the Township will do to better promote the items. She further stated she would like information in the Enews, a press release and posted on the home page on the Township website. Mayor Mironov requested that the two Resolutions be carried till the next regularly scheduled Council meeting awaiting the additional information. Council Member Zoller asked if in the Resolution the word “personal” property could be revised to read “surplus” property instead. Mayor Mironov stated staff will look into if any changes were necessary.

**Resolution R2020-XXX** Authorizing Contract with Alfred’s Auction Service for the Sale of Surplus Personal Property

3. Construction Department Permit Fees Recommendations

Mayor Mironov requested that the Construction Department Permit Fees be carried till the next regular Council meeting due to the information not ready in time for this agenda.

4. Open Space Acquisitions Status: 641 Etra Road (Block 32, Lot 13.01); 949 Windsor Perrineville Road (Block 31, Lot 21); 104 Disbrow Hill Road (Block 32, Lot 5); Other property Updates

Mayor Mironov stated the Township Manager is transitioning over to see who will be handling the open space projects. The Township Manager stated he will provide information for the next regularly scheduled meeting on the properties. Mayor Mironov stated that everything has been done including the closing for the property located at 641 Etra Road and that staff needs to ensure that the paperwork is together and accurate in order to submit the information to Mercer County and Green Acres to get paid. She stated that the property located at 949 Windsor Perrineville Road is in the final stages and the Township is awaiting the review and sign off on the survey from Green Acres while the Township is

getting their funding together in order to close on the property. Mayor Mironov stated the property located at 104 Disbrow Hill is a bit behind but the paperwork should be organized by staff in order to move forward on the project. Mayor Mironov stated further information on the other properties once the focus gets back on the other properties. She stated that two of the properties the Township was looking into they could possibly bundle and treat them as one. She also stated there is one other property on Old York Road that is of interest. She requested that the properties be relisted on the next regularly scheduled meeting and staff work on what is most immediate and at this point the most immediate is the Bennett property.

**MATTERS BY PUBLIC:** No one from the public spoke.

**ADJOURNMENT:** Meeting adjourned at 6:44 p.m.

Next Meeting: July 21, 2020

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Kelly Lettera  
Municipal Clerk

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Janice S. Mironov  
Mayor