

EAST WINDSOR TOWNSHIP COUNCIL

Tuesday, November 23, 2021

5:00 p.m.

via ZOOM

MINUTES

CALL TO ORDER:

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 5:00 p.m. on Tuesday, November 23, 2021.

VERIFICATION:

Municipal Clerk Allison Quigley certified that the meeting was noticed on January 11, 2021 in the annual meeting notice. On November 19, 2021, 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 Mr. Marc Platizky.

ROLL CALL:

Present were Council Members Denise Daniels, Marc Lippman, David Russell, Peter Yeager, John Zoller and Mayor Janice Mironov. Absent was Alan Rosenberg. Also present were Township Attorney David Orron, Township Manager James Brady and Municipal Clerk Allison Quigley.

PRESENTATIONS & PROCLAMATIONS:

Womanspace Communities of Light – December 6, 2021

Mayor Mironov stated the Township will participate in Womanspace Communities of Light on December 6th at 5pm at the Municipal Building. The Planning Board meeting has been rescheduled to 5:45pm.

INTERVIEWS FOR BOARDS AND COMMISSIONS:

PUBLIC FORUM:

MINUTES:

December 8, 2020

March 9, 2021

March 23, 2021

April 6, 2021

April 20, 2021

May 4, 2021

May 18, 2021

June 8, 2021

June 22, 2021

July 20, 2021

August 3, 2021

August 17, 2021
September 21, 2021
October 5, 2021
October 19, 2021
November 2, 2021

Mayor Mironov held the minutes of March 9, 2021, March 23, 2021, and April 6, 2021 pending revisions. All remaining minutes were rescheduled to the next regularly scheduled meeting.

ORDINANCE – PUBLIC HEARING:

Ordinance No. 2021-07 An Ordinance Amending Chapter XX, “Zoning,” Section 20-16.5d, “Other Requirements” and 20-5.16.8a, “Sign Regulations For Each Zoning District” HC Highway Commercial Zone District Sign Regulations, of the Revised General Ordinances of the Township of East Windsor

**ORDINANCE NO. 2021-07
TOWNSHIP OF EAST WINDSOR
COUNTY OF MERCER**

AN ORDINANCE AMENDING CHAPTER XX, “ZONING,” SECTION 20-16.5D, “OTHER REQUIREMENTS” AND 20-5.16.8A, “SIGN REGULATIONS FOR EACH ZONING DISTRICT” HC HIGHWAY COMMERCIAL ZONE DISTRICT SIGN REGULATIONS, OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF EAST WINDSOR

WHEREAS, the Township of East Windsor desires to periodically update the zoning regulations to address and maintain the goals of the zone plan and Master Plan of the Township; and

WHEREAS, the Township of East Windsor seeks to modify the freestanding sign requirements pertaining to the HC Highway Commercial Zone District for properties fronting on Princeton Hightstown Road also known as County Route 571.

NOW THEREFORE, BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF EAST WINDSOR, in the County of Mercer and the State of New Jersey, as follows:

SECTION 1. Chapter 20, “Zoning,” Section 20-16.5 d. of the General Ordinances of East Windsor Township is amended and supplemented as follows: (deleted sections are noted by strikethroughs, new sections are underlined)

- d. For properties zoned HC ~~west of Lanning Boulevard along~~ fronting Route 571 and east of One Mile Road, freestanding signs, except for directional signs, shall be ground-mounted on a solid base with no visible poles, columns or other upright supports. Freestanding signs shall

not exceed eight feet in height and shall not be more than 100 square feet in size. This criterion shall apply to signs adjacent to Route 571 only. Lots in the HC Zone with additional frontage on Route 130 and Route 571, an additional freestanding sign is permitted for the Route 130 frontage in accordance with §20-16.8 a. as applicable, subject to said Route 130 sign being no closer than 12 feet and no greater than 25 feet to the R.O.W. of Route 130. Retail centers with frontage on Route 571 and Route 130 with a lot area of 10 acres or greater, are exempt from the freestanding sign limitations in this section and shall comply with those referenced in §20-16.8 a..

SECTION 2. Chapter 20, “Zoning,” Section 20-5.16.8a, “Sign Regulations for Each Zoning District” is amended as follows:

20-5.16.8a. Sign Regulations for Each Zoning District

2. One freestanding sign, for each developed parcel, not to exceed one square foot of display area of each linear foot of street frontage abutting the developed portion of said parcel meeting the provisions of Subsection 20-5.16.6 7 b.
3. One facade sign for each occupancy within the developed parcel meeting the provisions of Subsection 20-5.16.6 7 a.
4. One canopy sign for each occupancy within the developed parcel meeting the provisions of Subsection 20-5.16.6 7 c.

SECTION 3. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. 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.

SECTION 5. This Ordinance shall take effect 20 days after final passage and publication according to law.

Mayor Mironov stated the Ordinance was introduced at the meeting of October 5th, 2021 and scheduled the public hearing for November 2nd, 2021. At the November 2nd meeting, Mayor and Council voted to carry the Ordinance to the next regularly scheduled meeting and keep the public hearing open. Mayor Mironov continued the public hearing. No public commented and Mayor Mironov declared the public hearing closed. Mayor Mironov stated that a memo from the Planning Board was received stating the Board met on November 15th, 2021, endorsed the proposed Ordinance and determined it was not inconsistent with the Township Master Plan.

It was MOVED by Zoller, SECONDED by Lippman to adopt Ordinance 2021-07 and authorize publication as required by law.

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

There being six (6) ayes, and no (0) nays, Ordinance 2021-07 was adopted and publication authorized as required by law.

Ordinance No. 2021-08 An Ordinance of the Township of East Windsor, New Jersey, to
Establish Salaries and Wages for the Communications Workers of
America Local 1032 for Fiscal Years 2020, 2021, 2022 and 2023

**ORDINANCE 2021-08
TOWNSHIP OF EAST WINDSOR
COUNTY OF MERCER**

**AN ORDINANCE OF THE TOWNSHIP OF
EAST WINDSOR, NEW JERSEY, TO
ESTABLISH SALARIES AND WAGES FOR
THE COMMUNICATIONS WORKERS OF
AMERICA, LOCAL 1032 UNION
FOR FISCAL YEARS 2020 THROUGH 2023**

BE IT ORDAINED AND ENACTED by the Township Council of the Township of East Windsor, County of Mercer, and State of New Jersey that employees of the Township in the Communications Workers of America, Local 1032 Union shall be paid the following salaries and wages for the contract years 2020 through 2023 and until a successor Ordinance is adopted.

SECTION 1. SCHEDULE OF SALARIES

<u>Grade</u>	<u>Year 2020 Minimum</u>	<u>35-Hour Work Week Maximum</u>
1	\$27,715	\$34,728
2	\$30,483	\$38,361
3	\$33,540	\$42,020
4	\$36,888	\$46,213
5	\$40,579	\$50,839
6	\$44,629	\$55,918
7	\$49,095	\$61,514
8	\$54,009	\$67,663
9	\$59,461	\$74,432
10	\$65,349	\$81,876
11	\$70,569	\$88,406
12	\$79,775	\$94,907
PART-TIME POSITIONS		
Electrical Subcode Official	\$35.11	\$45.00

Fire Subcode Official	\$35.11	\$45.00
Plumbing Subcode Official	\$35.11	\$45.00
Registered Environmental Health Specialist	\$35.11	\$45.00
Electrical Inspector	\$35.11	\$45.00
Fire Prevention Inspector	\$35.11	\$45.00
Fire Official	\$35.11	\$45.00
Nurse/Health Educator	\$36.80	\$46.10
Public Health Investigator	\$31.01	\$38.83
Senior Account and Control Clerk	\$23.28	\$29.17
Senior Account Clerk	\$21.17	\$26.51
Senior Registered Environmental Health /Housing Officer	\$36.80	\$46.10
Violations Clerk	\$23.28	\$29.17

STIPENDS

Registrar of Vital Statistics	\$3,916
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<u>Grade</u>	<u>Year 2021 Minimum</u>	<u>35-Hour Work Week Maximum</u>
1	\$28,270	\$35,422
2	\$31,092	\$39,128
3	\$34,210	\$42,860
4	\$37,626	\$47,137
5	\$41,390	\$51,856
6	\$45,522	\$57,037
7	\$50,077	\$62,744
8	\$55,089	\$69,016
9	\$60,650	\$75,921
10	\$66,656	\$83,514
11	\$71,980	\$90,175
12	\$81,371	\$96,805

PART-TIME POSITIONS

Electrical Subcode Official	\$35.81	\$45.90
Fire Subcode Official	\$35.81	\$45.90
Plumbing Subcode Official	\$35.81	\$45.90
Registered Environmental Health Specialist	\$35.81	\$45.90
Electrical Inspector	\$35.81	\$45.90
Fire Prevention Inspector	\$35.81	\$45.90
Fire Official	\$35.81	\$45.90
Nurse/Health Educator	\$37.54	\$47.03

Public Health Investigator	\$31.63	\$39.61
Senior Account and Control Clerk	\$23.74	\$29.76
Senior Account Clerk	\$21.59	\$27.04
Senior Registered Environmental Health Specialist /Housing Officer	\$37.54	\$47.03
Violations Clerk	\$23.74	\$29.76

STIPENDS

Registrar of Vital Statistics	\$3,994
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<u>Grade</u>	<u>Year 2022 Minimum</u>	<u>35-Hour Work Week Maximum</u>
1	\$28,835	\$36,131
2	\$31,714	\$39,911
3	\$34,895	\$43,718
4	\$38,379	\$48,080
5	\$42,218	\$52,893
6	\$46,432	\$58,178
7	\$51,078	\$63,999
8	\$56,191	\$70,396
9	\$61,863	\$77,440
10	\$67,989	\$85,184
11	\$73,420	\$91,978
12	\$82,998	\$98,741

PART-TIME POSITIONS

Electrical Subcode Official	\$36.53	\$46.82
Fire Subcode Official	\$36.53	\$46.82
Plumbing Subcode Official	\$36.53	\$46.82
Registered Environmental Health Specialist	\$36.53	\$46.82
Electrical Inspector	\$36.53	\$46.82
Fire Prevention Inspector	\$36.53	\$46.82
Fire Official	\$36.53	\$46.82
Nurse/Health Educator	\$38.29	\$47.97
Public Health Investigator	\$32.26	\$40.40
Senior Account and Control Clerk	\$24.22	\$30.35
Senior Account Clerk	\$22.02	\$27.58
Senior Registered Environmental Health Specialist /Housing Officer	\$38.29	\$47.97
Violations Clerk	\$24.22	\$30.35

STIPENDS

Registrar of Vital Statistics

\$4,074

<u>Grade</u>	<u>Year 2023 Minimum</u>	<u>35-Hour Work Week Maximum</u>
1	\$29,412	\$36,854
2	\$32,348	\$40,709
3	\$35,593	\$44,592
4	\$39,146	\$49,042
5	\$43,062	\$53,951
6	\$47,361	\$59,341
7	\$52,100	\$65,279
8	\$57,315	\$71,804
9	\$63,100	\$78,988
10	\$69,349	\$86,888
11	\$74,888	\$93,818
12	\$84,658	\$100,716

PART-TIME POSITIONS

Electrical Subcode Official	\$37.26	\$47.76
Fire Subcode Official	\$37.26	\$47.76
Plumbing Subcode Official	\$37.26	\$47.76
Registered Environmental Health Specialist	\$37.26	\$47.76
Electrical Inspector	\$37.26	\$47.76
Fire Prevention Inspector	\$37.26	\$47.76
Fire Official	\$37.26	\$47.76
Nurse/Health Educator	\$39.05	\$48.93
Public Health Investigator	\$32.91	\$41.21
Senior Account and Control Clerk	\$24.70	\$30.96
Senior Account Clerk	\$22.46	\$28.13
Senior Registered Environmental Health Specialist /Housing Officer	\$39.05	\$48.93
Violations Clerk	\$24.70	\$30.96

STIPENDS

Registrar of Vital Statistics	\$4,155
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SECTION 2. CLASSIFICATION OF POSITIONS

Grade 1 & Grade 2 Reserved

Grade 3	Clerk Typist 1
Grade 4	Account Clerk 2; Clerk Typist 2/Receptionist

Grade 5	Secretary 1; Secretary 1/Deputy Registrar; Senior Account Clerk
Grade 6	Secretary 2; Secretary 2/Registrar; Senior Accounts and Controls Clerk; Violations Clerk
Grade 7	Assistant to the Municipal Clerk; Bookkeeper; Technical Assistant
Grade 8	Senior Citizen Program Coordinator
Grade 9	Assistant Tax Assessor; Building Inspector; Mechanical Inspector; Principal Engineering Aide; Public Health Investigator; Zoning Officer/Commercial Maintenance Inspector/Fire Inspector
Grade 10	Building Subcode Official; Fire Subcode Official; Registered Environmental Health Specialist; Fire Subcode Official/Building Inspector/Mechanical Inspector
Grade 11	Nurse/Health Educator; Senior Registered Environmental Health Specialist; Senior Registered Environmental Health Specialist /Housing Officer
Grade 12	Registered Environmental Health Inspector III

SECTION 3. GENERAL

1. Full-time employees shall be compensated according to the thirty-five (35) hour work week.

SECTION 4. LONGEVITY

<u>Service Time Completed</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
5 years to 9 years	\$779	\$779	\$779	\$779
9 years to one month to 14 years	\$1,404	\$1,404	\$1,407	\$1,407
14 years and one month to 19 years	\$2,037	\$2,037	\$2,037	\$2,037
19 years and one month and over	\$2,547	\$2,547	\$2,547	\$2,547

Longevity is payable in November of each year on a pro-rated basis from the anniversary date to the date of payment. It is not part of the union members' base pay. All permanent employees, full-time and part-time, shall receive longevity payments. Longevity shall be paid to part-time employees on a pro-rata basis. Employees hired after August 25, 2014 are not eligible for longevity benefits.

SECTION 5.

All Ordinances and Resolutions inconsistent with this Ordinance are hereby repealed.

SECTION 6.

Rates of compensation provided herein are in effect January 1, 2020, January 1, 2021, January 1, 2022, and January 1, 2023.

SECTION 7.

This Ordinance shall become effective twenty (20) days after final passage and publication according to law and shall remain in effect until amended or suspended.

Mayor Mironov stated the Ordinance was introduced at the meeting of November 2nd, 2021 and scheduled the public hearing for the next regularly scheduled meeting and declared the public hearing open. No public commented and Mayor Mironov declared the public hearing closed.

It was MOVED by Yeager, SECONDED by Russell to adopt Ordinance 2021-08 and authorize publication as required by law.

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

There being six (6) ayes, and no (0) nays, Ordinance 2021-08 was adopted and publication authorized as required by law.

Ordinance No. 2021-09 An Ordinance of the Township of East Windsor,
New Jersey to Establish Salaries and Wages for Non-union
Employees for Fiscal Years 2020, 2021, 2022, and 2023

ORDINANCE 2021 - 09 TOWNSHIP OF EAST WINDSOR COUNTY OF MERCER

AN ORDINANCE OF THE TOWNSHIP OF EAST WINDSOR, NEW JERSEY, TO ESTABLISH SALARIES AND WAGES FOR NON-UNION EMPLOYEES FOR FISCAL YEARS 2020 - 2023

BE IT ORDAINED AND ENACTED by the Township Council of the Township of East Windsor, County of Mercer, State of New Jersey that non-union employees of the Township shall be paid the following salaries and wages during 2020 -2023 and until a successor Ordinance is adopted.

SCHEDULE OF SALARIES 2020

Grade	35-Hour Week		40-Hour Week	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>

1	\$20,381	\$34,088	\$23,274	\$38,936
2	\$22,415	\$37,501	\$25,654	\$42,822
3	\$24,661	\$41,248	\$28,168	\$47,106
4	\$27,127	\$45,365	\$30,982	\$51,820
5	\$29,840	\$49,907	\$34,087	\$57,010
6	\$32,818	\$54,352	\$37,490	\$62,701
7	\$36,104	\$60,379	\$41,243	\$68,978
8	\$39,712	\$66,521	\$45,362	\$75,873
9	\$43,717	\$72,438	\$49,903	\$83,457
10	\$48,040	\$80,372	\$54,890	\$91,804
11	\$52,863	\$88,407	\$60,378	\$100,989
12	\$58,146	\$100,168	\$66,417	\$111,079

SCHEDULE OF SALARIES FOR 2021

Grade	35-Hour Week		40-Hour Week	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
1	\$20,381	\$34,770	\$23,274	\$39,715
2	\$22,415	\$38,251	\$25,654	\$43,678
3	\$24,661	\$42,073	\$28,168	\$48,048
4	\$27,127	\$46,272	\$30,982	\$52,856
5	\$29,840	\$50,905	\$34,087	\$58,150
6	\$32,818	\$55,439	\$37,490	\$63,955
7	\$36,104	\$61,586	\$41,243	\$70,357
8	\$39,712	\$67,852	\$45,362	\$77,390
9	\$43,717	\$73,887	\$49,903	\$85,127
10	\$48,040	\$81,979	\$54,890	\$93,640
11	\$52,863	\$90,176	\$60,378	\$103,009
12	\$58,146	\$102,171	\$66,417	\$113,301

SCHEDULE OF SALARIES FOR 2022

Grade	35-Hour Week		40-Hour Week	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>

1	\$20,381	\$35,466	\$23,274	\$40,509
2	\$22,415	\$39,016	\$25,654	\$44,552
3	\$24,661	\$42,914	\$28,168	\$49,009
4	\$27,127	\$47,197	\$30,982	\$53,914
5	\$29,840	\$51,923	\$34,087	\$59,313
6	\$32,818	\$56,548	\$37,490	\$65,235
7	\$36,104	\$62,818	\$41,243	\$71,764
8	\$39,712	\$69,209	\$45,362	\$78,938
9	\$43,717	\$75,365	\$49,903	\$86,829
10	\$48,040	\$83,619	\$54,890	\$95,513
11	\$52,863	\$91,979	\$60,378	\$105,069
12	\$58,146	\$104,215	\$66,417	\$115,567

SCHEDULE OF SALARIES FOR 2023

Grade	35-Hour Week		40-Hour Week	
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
1	\$20,381	\$36,175	\$23,274	\$41,320
2	\$22,415	\$39,797	\$25,654	\$45,443
3	\$24,661	\$43,772	\$28,168	\$49,989
4	\$27,127	\$48,141	\$30,982	\$54,992
5	\$29,840	\$52,961	\$34,087	\$60,499
6	\$32,818	\$57,678	\$37,490	\$66,539
7	\$36,104	\$64,075	\$41,243	\$73,199
8	\$39,712	\$70,593	\$45,362	\$80,517
9	\$43,717	\$76,872	\$49,903	\$88,566
10	\$48,040	\$85,291	\$54,890	\$97,423
11	\$52,863	\$93,819	\$60,378	\$107,171
12	\$58,146	\$106,299	\$66,417	\$117,878

SECTION 5 - CLASSIFICATION OF POSITIONS

Grade 1 through Grade 4	Reserved
Grade 5	Records & Information System Specialist
Grade 6	Board Secretary
Grade 7	Administrative Secretary; Payroll/Benefits Coordinator;

Grade 8	Assistant Systems Administrator/Administrative Secretary Deputy Municipal Clerk; Animal Control Officer; Supervisory Radio Officer; Deputy Municipal Court Administrator, Mechanics Foreman, Sanitation Foreman.
Grade 9	Computer Services Administrator/Support Services Supervisor; Assistant Comptroller/Assistant Purchasing Agent; Assistant General Foreman, Executive Assistant to the Manager's Office, Assistant to Chief of Police, Assistant to the Chief Financial Officer.
Grade 10	General Foreman
Grade 11	Reserved
Grade 12	Reserved

SECTION 9. SCHEDULE OF PART-TIME SALARIES AND WAGES FOR 2020

Mayor and Council Members		\$12,701	
Judge		\$75,289	
Judge - Per DWI and Conflict Session		\$227	
Prosecutor		\$36,118	
Prosecutor - Per DWI and Conflict Session		\$186	
Public Defender		\$19,728	
Township Attorney		\$28,496	
Nurse Practitioner	per hour	\$59.23	
Deputy Animal Control Officer	per hour Mon. - Fri. 8:30 am – 4:30 pm		\$19.89
	per hour Mon. - Fri. 4:30 pm – 8:30 am		\$25.73
	holidays and weekends		
Clerical & Unclassified Part-Time Employees	per hour	\$8.61	\$15.80
Department of Public Works Summer Labor	per hour	\$9.74	\$14.32
Matron	per hour	\$17.13	
Crossing Guard (2x/day)	per day	\$37.91	
Crossing Guard (3x/day)	per day	\$56.83	
Crossing Guard (4x/day)	per day	\$75.79	
Juvenile Conference Committee Secretary	per hour	\$21.34	
Snow Plow Operators	per hour	\$20.61	

SECTION 9. SCHEDULE OF PART-TIME SALARIES AND WAGES FOR 2021

Mayor and Council Members	\$12,955
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Judge		\$76,795	
Judge - Per DWI and Conflict Session		\$232	
Prosecutor		\$36,841	
Prosecutor - Per DWI and Conflict Session		\$189	
Public Defender		\$20,122	
Township Attorney		\$29,066	
Nurse Practitioner	per hour	\$60.42	
Deputy Animal Control Officer	per hour Mon. - Fri. 8:30 am – 4:30 pm		\$20.29
	per hour Mon. - Fri. 4:30 pm – 8:30 am		\$26.25
	holidays and weekends		
Clerical & Unclassified Part-Time Employees	per hour	\$8.78	\$16.12
Department of Public Works Summer Labor	per hour	\$9.94	\$14.61
Matron	per hour	\$17.47	
Crossing Guard (2x/day)	per day	\$38.67	
Crossing Guard (3x/day)	per day	\$57.97	
Crossing Guard (4x/day)	per day	\$77.30	
Juvenile Conference Committee Secretary	per hour	\$21.77	
Snow Plow Operators	per hour	\$21.03	

SECTION 9. SCHEDULE OF PART-TIME SALARIES AND WAGES FOR 2022

Mayor and Council Members		\$13,214	
Judge		\$78,331	
Judge - Per DWI and Conflict Session		\$237	
Prosecutor		\$37,577	
Prosecutor - Per DWI and Conflict Session		\$193	
Public Defender		\$20,525	
Township Attorney		\$29,647	
Nurse Practitioner	per hour	\$61.62	
Deputy Animal Control Officer	per hour Mon. - Fri. 8:30 am – 4:30 pm		\$20.69
	per hour Mon. - Fri. 4:30 pm – 8:30 am		\$26.77
	holidays and weekends		
Clerical & Unclassified Part-Time Employees	per hour	\$8.96	\$16.44
Department of Public Works Summer Labor	per hour	\$10.13	\$14.90
Matron	per hour	\$17.82	
Crossing Guard (2x/day)	per day	\$39.45	
Crossing Guard (3x/day)	per day	\$59.13	
Crossing Guard (4x/day)	per day	\$78.85	
Juvenile Conference Committee Secretary	per hour	\$22.20	
Snow Plow Operators	per hour	\$21.45	

SECTION 9. SCHEDULE OF PART-TIME SALARIES AND WAGES FOR 2023

Mayor and Council Members		\$13,478	
Judge		\$79,898	
Judge - Per DWI and Conflict Session		\$241	
Prosecutor		\$38,329	
Prosecutor - Per DWI and Conflict Session		\$197	
Public Defender		\$20,935	
Township Attorney		\$30,240	
Nurse Practitioner	per hour	\$62.86	
Deputy Animal Control Officer	per hour Mon. - Fri. 8:30 am – 4:30 pm		\$21.11
	per hour Mon. - Fri. 4:30 pm – 8:30 am		\$27.31
	holidays and weekends		
Clerical & Unclassified Part-Time Employees	per hour	\$9.14	\$16.77
Department of Public Works Summer Labor	per hour	\$10.34	\$15.20
Matron	per hour	\$18.17	
Crossing Guard (2x/day)	per day	\$40.23	
Crossing Guard (3x/day)	per day	\$60.31	
Crossing Guard (4x/day)	per day	\$80.42	
Juvenile Conference Committee Secretary	per hour	\$22.64	
Snow Plow Operators	per hour	\$21.88	

SECTION 10. RECREATION EMPLOYEES FOR 2020

Recreation Employees - After School Program/Pre-School Program/Senior Center

Instructor	per hour	\$10.72 -	\$31.63
Assistant Instructor	per hour	\$9.21 -	\$25.32

Recreation Employees - Summer Park Program

Supervisor	per hour	\$13.40 -	\$34.58
Assistant Supervisor	per hour	\$10.72 -	\$25.32
Arts and Crafts Instructor	per hour	\$11.40 -	\$25.32
Lifeguard	per hour	\$8.61 -	\$16.89
Counselor	per hour	\$8.61 -	\$13.98

Recreation Employees – Miscellaneous

Administrative Assistant/Park Coordinator	per hour	\$9.38 -	\$20.27
Bus Drivers	per hour	\$13.40 -	\$21.95

SECTION 11. RECREATION EMPLOYEES FOR 2021

Recreation Employees - After School Program/Pre-School Program/Senior Center

Instructor	per hour	\$10.93 -	\$32.26
Assistant Instructor	per hour	\$9.39 -	\$25.82

Recreation Employees - Summer Park Program

Supervisor	per hour	\$13.67 -	\$35.27
Assistant Supervisor	per hour	\$10.93 -	\$25.82
Arts and Crafts Instructor	per hour	\$11.63 -	\$25.82
Lifeguard	per hour	\$8.78 -	\$17.23
Counselor	per hour	\$8.78 -	\$14.26

Recreation Employees – Miscellaneous

Administrative Assistant/Park Coordinator	per hour	\$9.57 -	\$20.67
Bus Drivers	per hour	\$13.67 -	\$22.39

SECTION 12 RECREATION EMPLOYEES FOR 2022

Recreation Employees - After School Program/Pre-School Program/Senior Center

Instructor	per hour	\$11.15 -	\$32.91
Assistant Instructor	per hour	\$9.58 -	\$26.34

Recreation Employees - Summer Park Program

Supervisor	per hour	\$13.94 -	\$35.97
Assistant Supervisor	per hour	\$11.15 -	\$26.34
Arts and Crafts Instructor	per hour	\$11.86 -	\$26.34
Lifeguard	per hour	\$8.96 -	\$17.57
Counselor	per hour	\$8.96 -	\$14.55

Recreation Employees – Miscellaneous

Administrative Assistant/Park Coordinator	per hour	\$9.76 -	\$21.09
Bus Drivers	per hour	\$13.94 -	\$22.84

SECTION 12 RECREATION EMPLOYEES FOR 2023

Recreation Employees - After School Program/Pre-School Program/Senior Center

Instructor	per hour	\$11.38 -	\$33.57
Assistant Instructor	per hour	\$9.77 -	\$26.87

Recreation Employees - Summer Park Program

Supervisor	per hour	\$14.22 -	\$36.69
Assistant Supervisor	per hour	\$11.38 -	\$26.87
Arts and Crafts Instructor	per hour	\$12.10 -	\$26.87
Lifeguard	per hour	\$9.14 -	\$17.93
Counselor	per hour	\$9.14 -	\$14.84

Recreation Employees – Miscellaneous

Administrative Assistant/Park Coordinator	per hour	\$9.96 -	\$21.51
Bus Drivers	per hour	\$14.22 -	\$23.29

SECTION 14. KEY MANAGEMENT PERSONNEL FOR 2020

Township Manager	\$89,091 -	\$163,504
Chief of Police	\$99,084 -	\$163,968
Finance Director/Chief Financial Officer	\$66,550 -	\$122,639
Assistant Township Manager	\$69,930 -	\$119,473
Director of Public Works	\$67,245 -	\$122,099
Director of Public Works and Engineering	\$85,000 -	\$147,957
Director of Inspections	\$60,595 -	\$118,649
Comptroller	\$62,000 -	\$95,855
Township Clerk	\$53,576 -	\$104,787
Tax Assessor	\$54,282 -	\$98,314
Tax Collector	\$51,107 -	\$99,213
Community Development Director	\$48,720 -	\$100,850
Assistant to Township Manager	\$35,038 -	\$91,058
Senior Citizen Director	\$42,712 -	\$75,896
Recreation Director	\$43,094 -	\$86,109
Court Administrator	\$43,094 -	\$81,768
PAL Director	\$33,787 -	\$50,116
Welfare Director (15 hours per week)	\$16,719 -	\$31,783

SECTION 15. KEY MANAGEMENT PERSONNEL FOR 2021

Township Manager	\$89,091 -	\$166,774
Chief of Police	\$99,084 -	\$167,247
Finance Director/Chief Financial Officer	\$66,550 -	\$125,091
Assistant Township Manager	\$69,930 -	\$121,862
Director of Public Works	\$67,245 -	\$124,541
Director of Public Works and Engineering	\$85,000 -	\$150,916

Director of Inspections	\$60,595 -	\$121,022
Comptroller	\$62,000 -	\$97,772
Township Clerk	\$53,576 -	\$106,882
Tax Assessor	\$54,282 -	\$100,280
Tax Collector	\$51,107 -	\$101,198
Community Development Director	\$48,720 -	\$102,867
Assistant to Township Manager	\$35,038 -	\$92,880
Senior Citizen Director	\$42,712 -	\$77,414
Recreation Director	\$43,094 -	\$87,832
Court Administrator	\$43,094 -	\$83,404
PAL Director	\$33,787 -	\$51,118
Welfare Director (15 hours per week)	\$16,719 -	\$32,419

SECTION 16. KEY MANAGEMENT PERSONNEL FOR 2022

Township Manager	\$89,091 -	\$170,110
Chief of Police	\$99,084 -	\$170,592
Finance Director/Chief Financial Officer	\$66,550 -	\$127,593
Assistant Township Manager	\$69,930 -	\$124,299
Director of Public Works	\$67,425 -	\$127,032
Director of Public Works and Engineering	\$85,000 -	\$153,935
Director of Inspections	\$60,595 -	\$123,443
Comptroller	\$62,000 -	\$99,727
Township Clerk	\$53,576 -	\$109,020
Tax Assessor	\$54,282 -	\$102,286
Tax Collector	\$51,107 -	\$103,222
Community Development Director	\$48,720 -	\$104,925
Assistant to Township Manager	\$35,038 -	\$94,737
Senior Citizen Director	\$42,712 -	\$78,962
Recreation Director	\$43,094 -	\$89,588
Court Administrator	\$43,094 -	\$85,072
PAL Director	\$33,787 -	\$52,140
Welfare Director (15 hours per week)	\$16,719 -	\$33,067

SECTION 17. KEY MANAGEMENT PERSONNEL FOR 2023

Township Manager	\$89,091 -	\$173,512
Chief of Police	\$99,084 -	\$174,004
Finance Director/Chief Financial Officer	\$66,550 -	\$130,145
Assistant Township Manager	\$69,930 -	\$126,785
Director of Public Works	\$67,425 -	\$129,573

Director of Public Works and Engineering	\$85,000 -	\$157,013
Director of Inspections	\$60,595 -	\$125,912
Comptroller	\$62,000 -	\$101,722
Township Clerk	\$53,576 -	\$111,200
Tax Assessor	\$54,282 -	\$104,331
Tax Collector	\$51,107 -	\$105,286
Community Development Director	\$48,720 -	\$107,023
Assistant to Township Manager	\$35,038 -	\$96,632
Senior Citizen Director	\$42,712 -	\$80,542
Recreation Director	\$43,094 -	\$91,380
Court Administrator	\$43,094 -	\$86,773
PAL Director	\$33,787 -	\$53,183
Welfare Director (15 hours per week)	\$16,719 -	\$33,729

SECTION 18. LONGEVITY FOR 2020 - 2023

Months of Service		Longevity Pay
Begin	Complete	Annual
60*	108*	\$780
109*	168*	\$1,408
169*	228*	\$2,039
229	Over*	\$2,548

*CHANGES TO EAST WINDSOR TOWNSHIP PERSONNEL POLICY IV-7, "LONGEVITY", GOVERN THE APPLICABILITY OF LONGEVITY PAYMENTS.

SECTION 19. GENERAL

1. Employees shall be compensated according to the 35 – hour week or 40 – hour week schedule, depending on their work schedule.
2. Key Management Personnel and the stated supervisory personnel shall not be eligible for compensatory time or payment of overtime except that Chief of Police shall be eligible for stand-by pay with the approval of the Township Manager.
3. Notwithstanding any similar or identical position classification, this Ordinance shall apply only to non-union employees.

SECTION 20.

All Ordinances and Resolutions inconsistent with this Ordinance are hereby repealed. All Township employees not governed by this Ordinance shall be paid salaries pursuant to contractual agreements and the specific Salary Ordinance adopted for the individual collective bargaining union.

SECTION 21.

This Ordinance shall become effective twenty (20) days after final passage and publication according to law and shall remain in effect until amended or suspended.

Mayor Mironov stated the Ordinance was introduced at the meeting of November 2nd, 2021 and scheduled the public hearing for the next regularly scheduled meeting and declared the public hearing open. No public commented and Mayor Mironov declared the public hearing closed.

It was MOVED by Zoller, SECONDED by Daniels to adopt Ordinance 2021-09 and authorize publication as required by law.

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

There being six (6) ayes, and no (0) nays, Ordinance 2021-09 was adopted and publication authorized as required by law.

ORDINANCE – INTRODUCTION:

Ordinance No. 2021-10 An Ordinance to Authorize the Acquisition of Right-of-Way for Road Widening Purposes on Property Located at 330 Wyckoff Mills Road and Designated on the East Windsor Township Map as Block 15, Lot 1

**ORDINANCE NO. 2021-10
TOWNSHIP OF EAST WINDSOR
COUNTY OF MERCER**

AN ORDINANCE TO AUTHORIZE THE ACQUISITION OF RIGHT-OF-WAY FOR ROAD WIDENING PURPOSES ON PROPERTY LOCATED AT 330 WYCKOFF MILLS ROAD AND DESIGNATED ON THE EAST WINDSOR TOWNSHIP MAP AS BLOCK 15, LOT 1

WHEREAS, 330 WMR, LLC, the owners of property located at 330 Wyckoff Mills Road, East Windsor, New Jersey, designated as Block 15, Lot 1 on the Tax map of the Township of East Windsor, received Preliminary and Final Major Site Plan Approval with Bulk Variances from the Planning Board on November 25, 2019, bearing application No. PB18-002, for the construction of a 160,462 square foot facility with related parking and loading areas; and

WHEREAS, on March 23, 2021, by Resolution R2021-048, the Township Council approved a Developer's Agreement with 330 WMR, LLC for the above referenced project; and

WHEREAS, 330 WMR, LLC has agreed to donate the attached right-of-way to the Township at no cost to the Township for road widening purposes.

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:

SECTION 1. The Township of East Windsor hereby accepts the attached Right-of-Way Deed dated April 30, 2021 from 330 WMR, LLC, 154 First Avenue, Manasquan, New Jersey 08736, for an approximately 10 foot right-of-way from the property located at 330 Wyckoff Mills Road, and designated on the East Windsor Township Tax Map as Block 15, Lot 1, all as fully described in the attached Deed.

SECTION 2. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. 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.

SECTION 4. This Ordinance shall take effect 20 days after final passage and publication according to law.

Mayor Mironov stated the Ordinance is the deed for purposes of Right-of-Way and was addressed during the Developer's Agreement discussion for 330 Wyckoff Mills Road. Mayor Mironov requested a typo be corrected in the third paragraph.

[NOTE: The changes requested are reflected in the above Ordinance.]

It was MOVED by Zoller, SECONDED by Yeager to approve Ordinance 2021-10 with revisions on introduction, authorize publication as required by law and set public hearing for the next regularly scheduled meeting.

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

There being six (6) ayes, and no (0) nays, Ordinance 2021-10 was approved with revisions on introduction, authorize publication as required by law and set a public hearing for the next regularly scheduled meeting.

Ordinance No. 2021-11

An Ordinance Rescinding Ordinance 2015-08, Entitled “An Ordinance Amending Chapter XX “Zoning” Section 20-18, “R-O Research Office” Of The Revised General Ordinance Of The Township Of East Windsor Regarding Regulations For Height, Building Coverage, Floor Area Ratio And Proportion Of Space Devoted To Warehouse And Storage In Buildings In The R-O Research Office Zone”

**ORDINANCE NO. 2021-11
TOWNSHIP OF EAST WINDSOR
COUNTY OF MERCER**

AN ORDINANCE RESCINDING ORDINANCE 2015-08, ENTITLED “AN ORDINANCE AMENDING CHAPTER XX “ZONING” SECTION 20-18, “R-O RESEARCH OFFICE” OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF EAST WINDSOR REGARDING REGULATIONS FOR HEIGHT, BUILDING COVERAGE, FLOOR AREA RATIO AND PROPORTION OF SPACE DEVOTED TO WAREHOUSE AND STORAGE IN BUILDINGS IN THE R-O RESEARCH OFFICE ZONE”

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

I

Ordinance 2015-08, adopted on July 21, 2015, which amended Chapter XX, “Zoning,” Section 20-18, “R-O Research Office”, is hereby repealed in its entirety.

**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 was not a memo distributed for this Ordinance and summarized that at a prior time, the Township made an adjustment to the R-O Research Office Zone which allowed for self-storage facilities that was beyond the definition of the R-O Research Office Zone. In reviewing various properties and uses, Mayor Mironov felt the change had outlived its usefulness and should no longer be included in the R-O Research Office Zone. Mayor Mironov stated self-storage is a retail use and the R-O Research Zone should reflect the types of uses currently found along Route 531. Mayor Mironov requested that Mayor and Council receive a copy of Ordinance No. 2015-08 for review.

It was **MOVED** by Lippman, **SECONDED** by Yeager to approve Ordinance 2021-11 on introduction, authorize publication as required by law, set a public hearing for the next regularly scheduled meeting and refer to the Planning Board for comment.

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

There being six (6) ayes, and no (0) nays, Ordinance 2021-11 was approved on introduction, authorize publication as required by law, set a public hearing for the next regularly scheduled meeting and refer to the Planning Board for comment.

RESOLUTIONS:

Resolution R2021-184 Chapter 159 – amending the 2021 Municipal Budget Providing an Item of Revenue and Appropriation for the New Jersey Transit Section 5307 Bus Grant

RESOLUTION R2021-184 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, in the 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 for a period of July 1, 2021 through July 30, 2022 in the sum of \$150,000, which item is now available as revenue from the New Jersey Transit Section 5307 Bus Grant.
2. A like sum of \$150,000 is hereby appropriated under the caption of 2021 New Jersey Transit Section 5307 Bus 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 November 23, 2021.

Mayor Mironov stated a memo from the Chief Financial Officer was distributed.

It was MOVED by Yeager, SECONDED by Zoller to approve Resolution R2021-184.

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

There being six (6) ayes and no (0) nays, Resolution R2021-184 was approved.

Resolution R2021-185 Chapter 159 – Amending the 2021 Municipal Operating Budget Providing an Item of Revenue and Appropriation for the State of New Jersey Department of Transportation Municipal Aid Program for Hawthorne Lane and Connecting Streets

**RESOLUTION R2021-185
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 2021 in the sum of \$600,000 which item is now available as revenue from 2021 NJDOT Municipal Aid Program Hawthorne Lane and Connecting Streets, pursuant to the provisions of the statute.
2. A like sum of \$600,000 is hereby appropriated under the caption of 2021 NJDOT Municipal Aid Program Hawthorne Lane and Connecting Streets.

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 23, 2021.

Mayor Mironov stated that the Resolution addresses the New Jersey Department of Transportation Fiscal Year 2022 Municipal Aid Program grant that the Township had recently been awarded. Mayor Mironov reminded staff that a request for proposals must be solicited for engineering work in order for the project to begin in the spring or summer of 2022.

It was MOVED by Daniels, SECONDED by Russell to approve Resolution R2021-185.

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

There being six (6) ayes and no (0) nays, Resolution R2021-185 was approved.

Resolution R2021-186 Authorizing Cancellation of Portion of Ordinance 2012-6

**RESOLUTION R2021-186
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, 2021, no debt was issued by the Township pursuant to this ordinance; and

WHEREAS, it is necessary to formally cancel the 2021 portion of debt of \$166,422.27.

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 \$166,422.27 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 December 21, 2021.

Barring any objection, Mayor Mironov requested R2021-186 be held until the next regularly scheduled meeting. Mayor Mironov requested clarification on the origin of debt as the amount differs from past years.

Resolution R2021-187 Approving Purchase of Software Maintenance Updates with Edmunds Associates, Inc. for Finance Department

RESOLUTION R2021-187
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there is a need to purchase a software maintenance system which includes enhancements and upgrades of the Edmunds payroll, finance and tax collection programs for the Finance Department; and

WHEREAS, Edmunds & Associates Inc. is the sole provider and has not authorized maintenance of their software by any other vendor; 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 Finance Director's recommendation on this purchase; and

WHEREAS, the maximum amount of the purchase is \$14,533.30 and funds are available in the 2022 Municipal Operating Temporary Budget Account No. 2-01-20-140-140-245 entitled "Edmunds and Associates Data Processing", pending the adoption of the 2022 Municipal Budget, as evidenced by the Chief Financial Officer's Certification No. _____.

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 Edmunds & Associates, Inc., Attn: Accounts Receivable, 301 A Tilton Road, Northfield, New Jersey 08225 for the purchase of 2022 Software Maintenance System for the East Windsor Township Finance Department, in an amount not to exceed \$14,533.30, 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 23, 2021.

Mayor Mironov stated a request from the Chief Financial Officer to hold R2021-187 was received and asked the Clerk to confer with the Chief Financial Officer on when the Resolution should be rescheduled for approval.

APPLICATIONS:

REPORTS BY COUNCIL AND STAFF:

Mr. Yeager reported the Recreation Board discussed the successful Halloween Event attended by close to 300 community members which featured trick-or-treating and music. Additionally, the Board discussed virtual fall programming, 2022 summer camp activities and the 2022 Independence Day Celebration. Mayor Mironov requested Recreation Board recommendations for the 2022 Independence Day Celebration be made in December. Ms. Daniels reported the Commission on Aging received an update from the Senior Center Director on a successful book club event and discussed engaging high school volunteers to aid seniors with household tasks. Ms. Daniels stated the Senior Services Directory is scheduled for completion on December 6th. Mr. Zoller reported the Environmental Commission began work on the 2022 budget and discussed the Sustainable Jersey Etra Lake Park arboretum grant including tree tag installation, welcome sign designs and revised map. The Commission thanked the Township for publishing their article about spotted lantern flies and help with the Community Forestry Management Plan. Mr. Zoller reported the Township was recognized during the Sustainable Jersey luncheon held during the New Jersey League of Municipalities Conference for their Silver Level Sustainable Jersey Certification achievement. Mayor Mironov stated the Clerk's office is in possession of the plaque that was presented at the luncheon and the Township will release an E-News update and press release highlighting the achievement. Mayor Mironov recognized RISE and the Trenton Area Soup Kitchen for hosting a successful Thanksgiving basket distribution. Mayor Mironov attended the event where 1,200 turkeys were distributed to community families.

CORRESPONDENCE:

Mayor Mironov stated correspondence will be discussed during Matters By Council.

APPOINTMENTS:

APPROVAL OF BILLS:

Mayor Mironov stated a 2021 Current Bill list, 2020 Current Bill list, a Capital Bill List and other miscellaneous bill lists and trust accounts were provided.

Mr. Zoller noted the Alternator/Battery repair charge for East Windsor Volunteer Fire Company #1 and questioned if the amount was correct and if there are ways the Township can avoid these costs in the future. Mr. Brady stated he will look into the matter. Mr. Zoller asked for details regarding the charge

from Bryan's Handyman Service for a damaged door and asked if the charge could be covered under insurance. Mr. Brady responded the insurance claim was denied and had previously issued a memo which was distributed to Mayor and Council on the subject. Mr. Brady will redistribute the memo to Mr. Zoller. Mayor Mironov asked Mr. Zoller if he would like to hold payment of the Alternator/Battery repair bill and Mr. Zoller indicated that was his preference pending further investigation. It was MOVED by Lippman, SECONDED by Zoller to approve the Bill Lists with exception.

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

There being six (6) ayes and no (0) nays, the various presented Bill Lists were approved with exception.

MATTERS BY COUNCIL:

Mayor Mironov stated the Township will participate in the Womanspace Communities of Light event on December 6th at 5pm at the Municipal Building. Mayor Mironov stated a November 4th, 2021 memo from the Director of Public Works was distributed to Mayor and Council which responded to Mayor and Council's concerns about road conditions on Dorchester Drive discussed at the last Council meeting. Mr. Yeager stated he received a petition from Dorchester Drive residents and will distribute it to Mayor, Council and appropriate staff. Mayor Mironov reported a memo dated November 4th, 2021 from the Department of Public Works regarding a garbage truck repair and a memo dated November 8th, 2021 regarding an invoice from Meco, Inc. for the Cranbury Manor road project. Also on November 8th, 2021 a letter from the Department of Transportation was received informing the Township the second grant application was denied. A report on tax collection for the period ending October 31st, 2021 was received from the Tax Collector. Mayor Mironov noted she received a copy of an email to Chief Geary indicating the Township was approved for Drive Sober or Get Pulled Over funding however no other information including dates or grant amount were provided. Mayor Mironov requested details be provided to Mayor and Council. Mayor Mironov stated the grant application submitted to the New Jersey Department of Transportation Green Acres program for improvements to Wiltshire Park was denied but the process identified park improvements to be addressed in the future.

Mayor Mironov repeated the need for a request for proposals for engineering work related to the New Jersey Department of Transportation Fiscal Year 2022 Municipal Aid Program grant. Mayor Mironov reiterated the need for end of year budget items including cancellations of 2021 budget appropriations, grant receivables and reserve balances. Mayor Mironov stated the cancellation of Ordinance 2012-06 will be carried until the next regularly scheduled meeting. Mayor Mironov repeated her request for a meeting between the Township, Mercer County, and potential representative from Lee Turkey Farm to discuss drainage along Hickory Corner Road and Anker Park. Mayor Mironov expressed the importance of understanding the drainage issue before proceeding with improvements in the area.

DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:

1. Senior Center Expansion Project

Kevin Settembrino of Settembrino Architects provided an overview on the progress of the Senior Center Expansion Project. Mr. Settembrino stated that on-site meetings are conducted every two weeks and minutes are provided to Mayor and Council for review. At the beginning of the project, a \$150,000 unallocated allowance was contained within the base bid. Prior to the approval of the last change order, approximately \$2,800 had been utilized. Mr. Settembrino thanked Mayor and Council for approving the last change order and reported renovations to the existing roof had been completed. The large addition's building envelope had been completed with the exception of doors and windows. A majority of the smaller addition's building envelope had been completed and renovations to the interior areas had begun. The date of substantial completion given by the general contractor is December 15th, a delay of approximately four months. Mr. Settembrino informed Mayor and Council that they can explore the application of liquidated damages to recover costs associated with the delay at \$500 a day for a total of approximately \$15,000 a month. Mr. Settembrino noted that Settembrino Architects had not accepted a delayed schedule nor had they diminished the Township's right to review liquidated damage charges. He noted the exterior site work remained an outstanding item. The site work was not included in the original request for proposals solicitation due to a lack of approvals from the New Jersey Department of Environmental Protection, the Delaware and Raritan Canal Commission and the Mercer County Soil Conservation District. The Delaware and Raritan Canal Commission issued a requirement for an additional detention basin and work to the existing detention basin inlets. Mr. Settembrino informed Mayor and Council that they have the ability to solicit proposals for exterior site work but recommended retaining the current general contractor. The general contractor had submitted an increased change proposal for the exterior site work in the amount of \$485,000 due to labor shortages and price increases. The exterior site work would increase the contract time however he reminded Mayor and Council that the work must be completed in order to obtain a certificate of occupancy for the facility. Mayor Mironov asked for a realistic timeline for the project completion. Mr. Settembrino responded he did not have confidence that the project will be completed by the substantial completion date of December 15th. Mayor Mironov conveyed her disappointment and questioned the cause of the delay. Mr. Settembrino responded the delays were due to supply chain disruptions, weather and a lack of continuity in the position of project superintendent. Additionally, the general contractor had failed to schedule multiple subcontractors to work at the same time. He reiterated the contract provided avenues for relief but the relief did not allow for the project to move faster with the exception of the application of liquidated damage charges. Mayor Mironov asked the process for applying liquidated damage charges. Mr. Settembrino responded that if liquidated damage charges are applied immediately after the date of substantial completion passes, the contractor will not be incentivized to complete the job. He stated negotiating terms for liquidated damages is best done once work is complete and recommends withholding at least the \$60,000 value of liquidated damages prior to the release of any final applications for payment. Mayor Mironov asked if the facility will be properly weatherized for the winter, how those concerns will be mitigated, and a timeline of those efforts. Mr. Settembrino responded he had concerns regarding the back rear footings and foundation walls and has asked the general contractor to submit a change order proposal to backfill soil in the area of concern. To date, he had not received the change order proposal and does not know when it will be submitted, however the temporary solution will only take half a day to complete. Mayor Mironov asked what is required to obtain a temporary certificate of occupancy. Mr. Settembrino responded all final approvals as well as

adequate egress from the facility. Mayor Mironov requested Mr. Settembrino, James Brady, and the construction official identify how two means of egress can be achieved. Mr. Yeager requested a timeline for site work completion. Mr. Settembrino responded site would take approximately two to three months to complete contingent on authorization prior to the ground freeze, which he anticipated at the end of December. Mr. Zoller asked for details about permits and inspections for the site work. Mr. Settembrino reiterated the project had received all necessary approvals and additional inspections are possible, however he does not anticipate them. Mayor Mironov asked for the requirements of the Mercer County Soil Conservation District application, if the firm had anticipated the application and any costs associated with the requirements. Mr. Settembrino responded that the Mercer County Soil Conservation District is involved in any project where the area of disturbance is more than five-thousand square feet which meant the application was anticipated. The purpose of the agency is to ensure soil does not erode or get tracked off-site during construction activities and after the improvement has been made. Soil erosion controls were put into place during the civil engineering and site work making it difficult to attach a specific cost amount. He stated the requirements were incorporated into the change order proposal and the civil drawing which were prepared by the firm's engineer. Mayor Mironov requested clarification on the requirements outlined by New Jersey Department of Environmental Protection and the Delaware Raritan Canal Commission. Mr. Settembrino stated the New Jersey Department of Environmental Protection required confirmation from the civil engineer and surveyor that the addition did not impact adjacent wetlands and had no substantive cost impact on the project. In regards to the Delaware Raritan Canal Commission, the original application submitted was reliant on the existing detention basin. The Commission had concerns about off-site water entering the project site and required an addition detention basin, which impacted the cost of the project. He was not able to attribute a specific cost to meeting the Commission's requirement but estimated the cost to be between \$50,000 and \$100,000. He stated that the Delaware Raritan Canal Commission was the only agency that had requirements the firm had not anticipated financially. Mayor Mironov stated there had been a significant increase in the cost of the site work and asked Mr. Settembrino to explain. Mr. Settembrino stated that the Delaware Raritan Canal Commission requirements contributed to approximately 25% of the costs while the other 75% consisted of customary site improvements including sidewalks, curbing, removal of asphalt, re-grading to the rear of the site, corrections to the parking lot area, egress and on-site drainage swales to direct water into the detention basin and prevent it from accessing the building addition. Mayor Mironov asked for confirmation that added site work costs would not be significantly reduced by appealing regulatory agency requirements and Mr. Settembrino confirmed. Mayor Mironov requested the rationale behind Mr. Settembrino's recommendation to retain the general contractor for site work given the contractor's demonstrated lack of ability to meet deadlines. Mr. Settembrino responded that when discussed in May and September, the timing of the bid would have resulted in fewer bids at a higher cost due to an increased demand of service, however it is possible that the Township might find better prices and more bidders if a request for proposals was solicited in the fourth quarter of the year, which is traditionally less busy for contractors. He stressed that a downside of soliciting a request for proposals for site work is a further delay in the project's completion and highlighted the possibility of the current contractor submitting the lowest bid since mobilization and bonding costs would not have to be factored into the proposal. Mayor Mironov asked when the current contractor would be ready to begin external site work if the Township approved the change order as opposed to soliciting a request for proposals. Mr. Settembrino stated that the current general contractor had the ability to start external site work immediately using a subcontractor. Mr. Yeager asked if there are any costs associated with developing a request for proposals. Mr. Settembrino responded yes, the Township would have to purchase new performance, bid and maintenance bonds in addition to paying mobilization and

demobilization costs. Mr. Yeager and Mayor Mironov asked if there is a way to use the external site work as a negotiation tool to incentivize the current general contractor. Mr. Settembrino responded the most effective leverage is liquidated damages charges and those could be used to negotiate an expedited substantial completion date. Mr. Lippman and Mayor Mironov asked for options for expediting the site work with the goal of achieving a temporary certificate of occupancy assuming the egresses are addressed. Mr. Settembrino responded barring any inspections, the storm drains would have to be tied into the existing detention basin and the grade adjacent to the addition would have to be built up. Mayor Mironov asked if there are any other outstanding matters. Mr. Settembrino responded the only outstanding issue is the exterior site work and there are no other change order or impactful costs to bring to Mayor and Council's attention. Mayor Mironov asked if the current general contractor had identified a preferred subcontractor for the exterior site work and if so, is Mr. Settembrino familiar with the company and if not, when that information can be expected. Mayor Mironov wanted to ensure the subcontractor is dependable. Mr. Settembrino indicated that the subcontractor had not been identified but he will inform Mayor and Council with information once provided by the general contractor. Mr. Settembrino offered to discuss a price reduction and site work schedule with the general contractor. Additionally, he requested on-site soil testing be performed to inform Mayor and Council of any potential issues or additional costs associated with the disposal of contaminated soil. Mayor Mironov stated there is no indication to suggest an issue with the soil but requested details on soil testing procedures and potential disposal. Mr. Settembrino responded that his firm would provide the municipality with a quote from a third party company to conduct tests on the proposed site of excavation and testing can be done within two weeks of approval. He was unsure of the removal and disposal costs if the soil was found to be contaminated. Mayor Mironov reiterated the priorities for the project were winterization and the identification of safe egress from the building in order to obtain a temporary certificate of occupancy. Mr. Settembrino stated he will make himself available to Mayor and Council if and as needed for additional updates and will provide Mayor and Council a path forward to build an egress and ask the contractor for a change order proposal to execute with the goal of obtaining a temporary certificate of occupancy. Mayor Mironov stated conversations must be had to identify what direction the project should move in, that the Senior Center Expansion Project should be placed on the next meeting's agenda for further discussion and Mr. Brady should follow up on the State's appropriate bill. Mayor Mironov thanked Mr. Settembrino for his time and stated that this is a significant decision and should be made sooner rather than later.

2. Stockton Street Sidewalk and Curbs Project

Mayor Mironov stated the Township was interested in partnering with Hightstown on the joint Stockton Street Sidewalk and Curbs project but had concerns including the extraordinary costs. Mayor Mironov reported she spoke with the Mercer County Director of Transportation and he indicated the County would allow a full or partial closing of the roadway as long as the two municipalities were in agreement and would support the extension of project work hours beyond 3pm. Mayor Mironov, Council Member Zoller, Township Manager James Brady, Assistant Township Manager Chris Jackson, Hightstown Mayor Lawrence Quattrone, Hightstown Council Member Fred Montferrat and Hightstown Administrator Dimitri Musing attended a meeting November 10th to discuss the project. Mayor Mironov reported they clarified aspects of the project including work that could be done internally, hours, full road closures and detour. A draft shared services agreement was prepared and shared with Hightstown. Mayor Mironov requested the project be included on the agenda for the next regularly scheduled Council meeting to ensure the project moved forward in a more formal fashion. Mr. Zoller declared the

meeting successful and asked about the design of the improvements. Mayor Mironov responded designs had not been prepared yet but will be shared with Mayor and Council and included in the request for proposals once complete. Mr. Zoller asked for confirmation that all changes to the design required approval from the Township and Mayor Mironov confirmed.

3. FY 2023 Mercer County Planning Incentive Grant Application (Farmland Preservation Plan)

Mayor Mironov stated a memo from the Township Manager had been distributed and this item appears before Mayor and Council annually for review and input. Mr. Zoller declared he did not believe progress was being made with the inclusion of Ward Farm and alternatives should be explored. Mayor Mironov agreed and indicated that the County Planner had been in recent contact with the Wards without success. Mr. Zoller stated he did not want to miss the opportunity and Mayor Mironov agreed and stated additional farms should be explored for inclusion in the Township's response to the County.

4. East Windsor Welfare Department

Mayor Mironov stated information would be available for the next regularly scheduled meeting and requested this item be rescheduled.

5. American Rescue Plan Funds and 2021/2022 Municipal Budgets

Mayor Mironov requested this item be rescheduled for the next regularly scheduled meeting.

MATTERS BY PUBLIC:

Marc Platizky, 783 Twin Rivers Drive North, East Windsor, wished Mayor and Council a Happy Thanksgiving.

ADJOURNMENT:

Next Meeting: December 7, 2021

Allison Quigley
Municipal Clerk

Janice S. Mironov
Mayor