

**EAST WINDSOR TOWNSHIP COUNCIL**

March 22, 2022  
Meeting Minutes  
4:00 pm  
Via ZOOM

**CALL TO ORDER:**

The Special Budget meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 4:00 pm on Monday, March 22, 2022.

**VERIFICATION:**

The Municipal Clerk certified that the meeting was noticed on January 14, 2022 in the annual meeting notice. On March 18, 2022 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 Meetings Act” were satisfied.

**ROLL CALL:**

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

**PUBLIC FORUM:**

No members of the public spoke.

Mayor Mironov stated the purpose of this informal workshop meeting prior to the regular Council meeting is to review the 2022 budget and meet with various representatives and department heads to review recommendations. Mayor Mironov stated departmental budgets may be amended at any time prior to the adoption of the Municipal Budget and these meetings allow the opportunity to ask and answer questions, gather further information and offer suggestions.

**Public Works**

Public Works Director Ronald Cerankowski was present to discuss the department budget. Mayor and Council discussed the Public Works – Road Repairs Maintenance budget. Mayor Mironov asked what work comprised the Department of Public Works Street System line item. Mr. Cerankowski replied repairs of roads, catch basins, sewer pipe replacement, etc. Mayor Mironov asked if the actuals were correct and Mr. Cerankowski stated to the best of his knowledge, yes. Mayor Mironov stated she requested an overall accounting for all Township Gasoline and Motor Fuel costs in addition to usage and projections for Township utilities. Mayor Mironov asked which account the 2021 budget offset is from. Township Manager James Brady stated he was working to identify the account. Mayor Mironov stated it was her belief the Tonnage Grant was used in 2021 and requested the balance available for use in the 2022 budget. Mayor and Council discussed the Administration of Public Works budget. Mayor Mironov questioned the reduction in the Transportation Improvement Fund budget for 2022. Mayor and Council discussed the Municipal Complex Building and Grounds Budget. Mayor Mironov noted

the expense for Other Contract Service exceeded its 2021 projection and questioned if there was any additional information Mayor and Council should consider while reviewing the 2022 budget. Mr. Cerankowski replied the 2021 expense was due to the HVAC system and he does not expect to exceed the budget this year. Mr. Lippman noted the 2021 telephone service actuals exceeded the budget. Mr. Brady stated fees and services increased in October of 2020, however the Township applied for a Local Efficiency Achievement Program grant to replace a police recorder system and the police department phone system with a Voice Over Internet Protocol system. Mr. Brady stated he anticipated a significant savings on telephone service bills once the new system is installed and would like to install a similar system in the Municipal Building. Mayor and Council discussed the Police Building and Grounds budget. Mayor and Council discussed the Mechanics Police Vehicles budget. Mr. Zoller noted the motor vehicle supplies and other contract service budgets increased and questioned if there was a special project. Mr. Cerankowski stated he will look into the reasoning and report back to Mayor and Council. Mayor and Council discussed the mechanics public works vehicles budget. Mayor Mironov noted the recommended increase to the Heavy Equipment Supplies budget and questioned the reasoning. Mr. Cerankowski responded a Department of Public Works truck needs a new transmission. Mayor Mironov requested Mr. Cerankowski provide a detailed memo to Mayor and Council regarding the condition, usage and recommended repair of the truck. Mayor and Council reviewed the snow removal, Ward Street building and grounds, senior center building and grounds, condominium associations service act and mechanics administration vehicles budgets.

### **Recreation and Culture - Parks**

Public Works Director Ronald Cerankowski was present to discuss the department budget. Mayor Mironov requested the total amount allocated to the 2022 budget from Clean Communities and where the funding is reflected on the budget. Mr. Zoller questioned the recommended increases to the uniforms and clothing, emergency and safety equipment, other building services and grounds budgets. Mr. Brady stated the increase to the uniforms and clothing and emergency and safety equipment budgets are due to the offset. Mr. Cerankowski stated some Township playgrounds need new and/or additional mulch which is reflected in the recommended increase to the grounds budget. Mr. Brady stated he will review the other building services recommendation and report back to Mayor and Council. Mr. Zoller questioned the 2021 actuals for the minor tools and equipment budget. Mr. Lippman requested clarification on the purpose of the Department of Public Works recreation system budget. Mr. Cerankowski stated the recreation system budget involved sprinklers and irrigation systems.

### **Garbage District**

Public Works Director Ronald Cerankowski was present to discuss the department budget. Mr. Brady stated there are anticipated revenue budgets that were not distributed to Mayor and Council. Mr. Russell questioned if there was a typo on the motor vehicle supplies recommendation. Mr. Cerankowski stated it was moved to the Department of Public Works operating budget. Mayor Mironov requested more information on the line item. Mr. Rosenberg asked for more understanding on the minor tools budget recommendation. Mayor Mironov stated the recommendation reflects traditional funding. Ms. Daniels suggested increasing the gasoline budget recommendation. Mayor Mironov stated Mayor and Council requested all Township

gasoline accounts be reviewed. Mr. Zoller questioned if the emergency and safety equipment budget should be revised. Mr. Cerankowski stated 2021 was an outlier and the department does not anticipate the need for an increased budget. Mayor Mironov stated the Garbage District will be readdressed.

**Public Safety - East Windsor Volunteer Fire Company No. 2**

Chief Mario Batista was present to discuss the East Windsor Volunteer Fire Company No. 2's budget. Mr. Zoller questioned the flags, trophies and awards budget recommendation. Mayor Mironov stated the overall budget for Fire Company No. 2 did not show an overage for 2021. Chief Batista stated prices for volunteer recognition awards has increased. Additional specific subjects discussed included janitorial supplies and licensed professionals. Chief Batista noted in the past, expenditures not related to East Windsor Volunteer Fire Company No. 2 were applied toward the account. Additionally, he noted certain expenditures were charged to the wrong account making budgeting difficult.

**Public Safety - East Windsor Volunteer Fire Company No. 1**

Chief Gerald Laughlin, Jr. was present to discuss the East Windsor Fire Company No. 1's budget. Specific subjects discussed included insurance, fire equipment and testing and buildings and grounds.

**Public Safety – Court**

Court Administrator Kelli Hand was present to discuss the department budget. Mayor Mironov noted the reduction in 2021 revenues. Mayor Mironov requested information regarding Township vs. State derived revenue for summonses. Ms. Hand replied the primary source is generated from East Windsor Township Police. Mr. Zoller noted the postage, memberships and meetings and conferences accounts do not reflect actuals from 2021. Ms. Hand stated invoices for memberships were received late and no meetings or conferences were held. Mayor Mironov noted an increase in the recommended 2022 budgets for the memberships and meeting and conference accounts and questioned the reasoning. Ms. Hand replied new continuing education credit policies, procedures, regulations and an increase in certified employees account for the request. Ms. Hand stated the 2021 actual for postage was \$3,500. The recommended 2022 budget should reflect a decrease for postage due to the court transitioning to sending notices via email rather than regular postal mail. The overall reduction in case filings further reduced the total postage expenditure.

**Public Safety – Juvenile Conference**

Mayor and Council reviewed the Juvenile Conference Committee budget.

Mayor Mironov closed the Municipal Budget Review portion of the meeting.

**FLAG SALUTE:** Led by Council Member Russell.

**PRESENTATIONS & PROCLAMATIONS:**

**INTERVIEWS FOR BOARDS AND COMMISSIONS:**

**PUBLIC FORUM:**

**MINUTES:**

December 8, 2020  
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  
January 11, 2022  
January 25, 2022  
February 8, 2022  
February 22, 2022  
March 8, 2022

All minutes were rescheduled to the next regularly scheduled meeting.

**ORDINANCE – PUBLIC HEARING:**

**ORDINANCE – INTRODUCTION:**

**RESOLUTIONS:**

**Resolution R2022-042**      Affirming Filing of Application to New Jersey Clean Energy  
Program Community Energy Planning Grant Program

**RESOLUTION R2022-042  
TOWNSHIP OF EAST WINDSOR  
MERCER COUNTY**

**WHEREAS**, a sustainable community seeks to ensure that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, East Windsor Township strives to assure clean land, air and water for current and future generations; and

**WHEREAS**, New Jersey's Energy Master Plan: Pathway to 2050 ("EMP") established that community-level action is necessary to achieve the state's goal of 100% clean energy by 2050; and

**WHEREAS**, the New Jersey Board of Public Utilities has created a Community Energy Plan Grant program for municipalities to develop a community energy plan to meet the goals of the state's Energy Master Plan; and

**WHEREAS**, East Windsor Township is invested in developing a community energy plan to help the state achieve the goal of 100% clean energy by 2050; and

**WHEREAS**, the Community Energy Plan Grant program will help East Windsor Township to plan for and invest in renewable energy and to work towards a better environment for all residents by using the state's Energy Master Plan (EMP) as a guide to develop sustainable strategies that increase clean energy production, reduce energy use, and cut emissions.

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

1. The attached application for filing with the New Jersey Board of Public Utilities Community Energy Plan Grant program is approved.
2. East Windsor Township will commit to providing staff support for the duration of the Community Energy Planning process, including for gathering of relevant data and for convening at least two public meetings.

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 March 8, 2022.

Mayor Mironov stated the March 8<sup>th</sup> Council Meeting agenda was amended to include a discussion and the adoption of Resolution R2022-042 to accommodate the pending grant deadline. At that time, it was agreed a formal vote retroactive to March 8<sup>th</sup> would take place at the next regularly scheduled Council meeting.

It was MOVED by Zoller, SECONDED by Rosenberg to approve Resolution R2022-042.

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

There being seven (7) ayes and no (0) nays, Resolution R2022-042 was approved.

Mayor Mironov stated R2022-043, R2022-044 and R2022-045 will be heard together.

**Resolution R2022-043** Approval of Agreement with Northgate Tenants Association for Reimbursement for Private Community Services for 2021

**RESOLUTION R2022-043  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the Township Council of the Township of East Windsor and the Northgate Tenants Association wish to enter into an Agreement for private community services for the year 2021 in the amount of \$1,847.44 pursuant to N.J.S.A. 40:67-23.2 et seq.; and

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are available in the Current Fund Account No. 2-01-26-325-802-253 entitled “Condo Services”, in the amount of \$1,847.44, as evidenced by the Chief Financial Officer’s Certification No. B2022-009.

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

1. The attached Agreement for the year 2021 in the amount of \$1,847.44 is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

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 March 22, 2022.

**Resolution R2022-044** Approval of Agreement with Westfield Road Condominium Association for Reimbursement for Private Community Services for 2021

**RESOLUTION R2022-044  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the Township Council of the Township of East Windsor and the Westfield Road Condominium Association wish to enter into an Agreement for private community services for the year 2021 in the amount of \$721.87 pursuant to N.J.S.A. 40:67-23.2 et seq.; and

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are available in the Current Fund Account No. 2-01-26-325-802-253 entitled “Condo Services”, in the amount of \$721.87, as evidenced by the Chief Financial Officer’s Certification No. B2022-010.

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

1. The attached Agreement for the year 2021 in the amount of \$721.87 is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

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 March 22, 2022.

**Resolution R2022-045**      Approval of Agreement with Windsor Meadows Homeowners Association for Reimbursement for Private Community Services for 2021

**RESOLUTION R2022-045  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, the Township Council of the Township of East Windsor and the Windsor Meadows Homeowners Association wish to enter into an Agreement for private community services for the year 2021 in the amount of \$1,872.38 pursuant to N.J.S.A. 40:67-23.2 et seq.; and

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are available in the Current Fund Account No. 2-01-26-325-802-253 entitled “Condo Services”, in the amount of \$1,872.38, as evidenced by the Chief Financial Officer’s Certification No. B2022-011.

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

1. The attached Agreement for the year 2021 in the amount of \$1,872.38 is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

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 March 22, 2022.

Mayor Mironov stated the agreements were reviewed by Mayor and Council in January.

It was MOVED by Lippman, SECONDED by Daniels to approve Resolutions R2022-043, R2022-044 and R2022-045.

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

There being seven (7) ayes and no (0) nays, Resolutions R2022-043, R2022-044 and R2022-045 were approved.

**Resolution R2022-046**      Approving Amendments to 2022 Temporary Budget  
Appropriations

**RESOLUTION R2022-046  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, by Resolution R2022-08, adopted on January 5, 2022, the Township Council established a Temporary Budget for 2022; and

**WHEREAS**, an emergent condition has arisen with respect to municipal operating expenses until the official budget is adopted and no adequate provision has been made in the 2022 temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for emergency temporary appropriations for this purpose; and

**WHEREAS**, this appropriation increases the 2022 Temporary Budget for current fund in the amount of \$4,306,709.00 plus \$250,000.00 in Garbage District No. 1 for a total of \$4,556,709.00, resulting in emergency temporary resolutions adopted in 2022, pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution, totaling \$9,801,609.00.

**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 in accordance with the provisions of N.J.S.A. 40A:4-20:



1. The attached Emergency Temporary Appropriations are hereby made in the total amount of 4,306,709.00 plus Garbage District No. 1 appropriations in the amount of \$250,000.00, totaling \$4,556,709.00.
2. These emergency temporary appropriations have been provided for in the 2022 budget.
3. One certified copy of this Resolution shall be filed with the Director of Local Government Services.

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 March 22, 2022.

Mayor Mironov stated she was surprised to see human resources and audit monies transferred but was comfortable moving forward.

It was MOVED by Yeager, SECONDED by Zoller to approve Resolution R2022-046.

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

There being seven (7) ayes and no (0) nays, Resolution R2022-046 was approved.

**Resolution R2022-047** Authorizing Purchase of Five Ford Police Interceptor Utility Vehicles from Winner Ford and Emergency Equipment, Up-fitting and Installation from East Coast Emergency Lighting, WatchGuard, and R&R Radar, Inc. for Police Department

**RESOLUTION R2022-047  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase five new replacement Police Interceptor Utility vehicles, acquire and install upfitting equipment for the vehicle conversions, plus video/audio recording system and radar units for the Police Department; and

**WHEREAS**, three written quotes were obtained for the vehicles and acquisition and installation of equipment to convert the vehicles; 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 for the purchase and delivery of five new replacement Police Interceptor Utility vehicles was submitted by Winner Ford through State Contract No. 20-Fleet-01189, which is valid through June 17, 2022, in the amount of \$156,645.00; and

**WHEREAS**, the lowest responsive quote for the purchase, up-fitting and conversion of the five new Interceptor Utility vehicles was submitted by East Coast Emergency Lighting through State Contract No. T-0106, which is valid through May 14, 2023, in the amount of \$57,805.95; and

**WHEREAS**, WatchGuard is the sole provider for the cables and brackets to use on the existing WatchGuard 4RE recording system in the five new Police Interceptor Utility vehicles in an amount not to exceed \$3,000.00; and

**WHEREAS**, R&R Radar, Inc. is the sole provider for the cables and brackets for the existing Stalker DSR radar unites in the five new Police Interceptor Utility vehicles, in an amount not to exceed \$2,740.00; and

**WHEREAS**, since these are the sole providers and the purchases are 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 recommendation made by the Chief of Police; and

**WHEREAS**, the maximum amount of the purchase is \$220,190.95, and funds are available in Account No. C-04-55-980-924-920 entitled Ordinance 2020-07, entitled "Police SUV Vehicles Acq.", as evidenced by the Chief Financial Officer's Certification No. C2022-006.

**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 under State Contract No. 20-Fleet-01189, to Chas S Winner, Inc. dba Winner Ford of Cherry Hill, NJ, 250 Haddonfield-Berlin Road, Cherry Hill, NJ 08034, for the purchase and delivery of five new replacement Police Interceptor Utility vehicles, in an amount not to exceed \$156,645.00, as set forth in the attached quote.

2. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition under State Contract No. T-0106, to East Coast Emergency Lighting, Inc., 200 Meco Drive, Millstone Township, NJ 08535, for the purchase, up-fitting, and conversion of five new replacement Police Interceptor Utility vehicles, in an amount not to exceed \$57,805.95, as set forth in the attached quote.
3. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to WatchGuard Video, 415 E. Exchange Parkway, Allen, TX 75002, for the purchase of cables and brackets for the existing WatchGuard 4RE recording system for the five new Police Interceptor Utility vehicles, in an amount not to exceed \$3,000, as set for in the attached quote.
4. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to R&R Radar, Inc., 762 White Horse Pike, Atco, NJ 08004, for the purchase of cables and brackets for the existing Stalker DSR radar unites for the five new Police Interceptor Utility vehicles, in an amount not to exceed \$2,740.00, as set for 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 March 22, 2022.

Mayor Mironov requested revisions to the first two paragraphs of Resolution R2022-047 to more accurately reflect the need and purpose of Resolution R2022-047.

It was MOVED by Russell, SECONDED by Rosenberg to approve Resolution R2022-047 with revisions to more accurately reflect the need and purpose of Resolution R2022-047.

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

There being seven (7) ayes and no (0) nays, Resolution R2022-047 was approved with revisions to more accurately reflect the need and purpose of Resolution R2022-047.

**Resolution R2022-048** Approval of Change Order #1 and Payment #4 to Meco Inc. for Roadway Project Improvements to Oak Branch Road, Pinehurst Drive, Piney Branch Road and Warren Road

**RESOLUTION R2022-048  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on August 3, 2021, by Resolution R2021-138, the East Windsor Township Council approved an award of bid for Resurfacing and Associated Repairs to Oak Branch Road, Pinehurst Drive, Piney Branch Road and Warren Road to Meco, Inc. in the amount of \$731,699.50; and

**WHEREAS**, on October 19, 2021, the Township Council authorized payment #1 to Meco Inc. in the amount of \$158,164.16; and

**WHEREAS**, on December 7, 2021, the Township Council authorized payment #2 to Meco Inc. in the amount of \$304,835.86; and

**WHEREAS**, on January 25, 2022, the Township Council authorized payment #3 to Meco Inc. in the amount of \$192,993.28; and

**WHEREAS**, Change Order Number 1 for Resurfacing and Associated Repairs to Oak Branch Road, Pinehurst Drive, Piney Branch Road and Warren Road in the amount of \$91,846.79 has been requested to increase the contract amount of \$731,699.50 to \$823,546.29, to include an additional \$19,500.71 to rectify contract quantities with as-built quantities, an additional \$75,000 due to unforeseen subgrade conditions requiring the repair of an existing storm drain, and a penalty of \$2,653.92 has been assessed in accordance to bid specifications due to an excess of air voids found in the pavement cores; and

**WHEREAS**, the Director of Public Works has reviewed and approved the need for this change order in the amount of \$91,846.79; and

**WHEREAS**, the Director of Public Works has reviewed and recommended approval of Payment #4 in the amount of \$151,082.06; and

**WHEREAS**, the maximum amount of the change order for Resurfacing and Associated Repairs to Oak Branch Road, Pinehurst Drive, Piney Branch Road and Warren Road is \$91,846.79 for a total contract amount of \$823,546.29, and the Chief Finance Officer has determined that funds will be available in Capital Fund Account No. C-04-55-980-924-890 entitled Ordinance 2020-07 “Annual Road Program”, as evidenced by the Chief Financial Officer’s Certification No. C2022-007.

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

1. The attached Change Order Number 1 with Mecco Inc. to increase the contract amount of \$731,699.50 by \$91,846.79 for a total contract amount of \$823,546.29 for Resurfacing and Associated Repairs to Oak Branch Road, Pinehurst Drive, Piney Branch Road and Warren Road, is hereby approved.
2. The Township Council approves payment #4 in the amount of \$151,082.06 to Mecco, Inc. and will retain \$16,470.93 pending project completion and the submission of a two year maintenance bond.

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 March 22, 2022.

Mayor Mironov requested clarification on the total amount of the Change Order and further requested Resolution R2022-048 be reordered to reflect the change order first, then the total payment amount being authorized and to include the amount of the change order directly in the closing paragraph.

It was MOVED by Lippman, SECONDED by Yeager to approve Resolution R2022-048 with changes to reflect the change order first, then the total payment amount being authorized and to include the amount of the change order directly in the closing paragraph.

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

There being seven (7) ayes and no (0) nays, Resolution R2022-048 was approved with changes to reflect the change order first, then the total payment amount being authorized and to include the amount of the change order directly in the closing paragraph.

#### **APPLICATIONS:**

**Raffle License RA2022-002**

Veterans of Foreign Wars Hightstown Post 5700 – Pull Tab  
Raffle License

Mayor Mironov requested confirmation the application was deemed complete. The Township Clerk confirmed it was.

It was MOVED by Russell, SECONDED by Rosenberg to approve Veterans of Foreign Wars Hightstown Post 5700 Application for Raffle License RA2022-002.

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

There being six (6) ayes, no (0) nays and one (1) abstention Veterans of Foreign Wars Hightstown Post 5700 Application for Raffle License RA2022-002 was approved.

#### **REPORTS BY COUNCIL AND STAFF:**

Mr. Zoller reported the Environmental Commission discussed the Annual Arbor Day seedling giveaway scheduled for April 30<sup>th</sup>, the Etra Lake Park Arboretum grants, Sustainable Jersey and the New Jersey Clean Energy Program Community Energy Planning grant program. Mr. Zoller further reported the Green Team will be meeting on April 6<sup>th</sup>.

Mayor Mironov reported she attended a Court of Honor for new Eagle Scout Hugh Keenan on March 12<sup>th</sup> and delivered meals to homebound residents during the Meals on Wheels of Mercer County's March for Meals event.

#### **CORRESPONDENCE:**

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

#### **APPOINTMENTS:**

Mayor Mironov stated the position had been advertised and a resume had been distributed. Mayor Mironov stated the current Prosecutor has retired and Lorraine Nielsen had previously substituted for the current Prosecutor giving her experience in the East Windsor Township court. Ms. Nielsen is recommended by the court appointees. Mayor Mironov requested clarification on the mechanisms for paying the Township Prosecutor and asked that findings be shared with Ms. Nielsen.

It was MOVED by Yeager, SECONDED by Lippman to appoint Lorraine Nielsen as Township Prosecutor for the year 2022.

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

There being seven (7) ayes and no (0) nays, Lorraine Nielsen was appointed as Township Prosecutor for the year 2022.

### **APPROVAL OF BILLS:**

Mayor Mironov stated there are no bills for consideration.

### **MATTERS BY COUNCIL:**

Mayor Mironov directed the Clerk's office to connect with Hopewell Valley Engineering to determine if there is any further action the Township can take to be helpful with the Union Transportation Trail Extension project. Mayor Mironov stated memos dated March 9<sup>th</sup>, 2022 were received from Police Chief James Geary regarding the Police Department Replacement Vehicle Project – Capital Expenditures and the Police Department Replacement Mobile Data Terminal Project – Capital Expenditure. Mayor Mironov noted a memo was received from Police Chief James Geary dated March 11<sup>th</sup>, 2022 addressing questions raised by Mayor and Council during the March 8, 2022 Council Meeting regarding feline care costs. Mayor Mironov stated a memo was received from the Recreation Director dated March 14<sup>th</sup>, 2022 regarding 2022 Summer Camps. Mayor Mironov stated an email was received informing the Township was again named a Tree City USA and requested a press release and E-News release be drafted. Mayor Mironov stated a letter from the New Jersey Department of Transportation dated March 10<sup>th</sup>, 2022 was received reminding the Township Fiscal Year 2019 Local Freight Impact Fund grant monies need to be awarded by July 18<sup>th</sup>, 2022. Mayor Mironov stated an email was received reminding the Township the American Rescue Plan Project and Expenditure Reports are due April 30<sup>th</sup>, 2022. Mayor Mironov stated a memo dated March 11<sup>th</sup> indicating expected road closures due to paving projects at 16 Daniel Street and 65 Oak Creek Road was received. Mayor Mironov stated Township staff is working on the Senior Center Interlocal Services Agreement with Hightstown Borough. Mayor Mironov stated a letter dated February 16<sup>th</sup>, 2022 from the New Jersey Department of Environmental Protection requesting additional information to complete the Green Acres Open Space Areas Compliance Inspection was received. Mayor Mironov directed the East Windsor Township Department of Public Works to provide the agency with any requested information. Mayor Mironov stated the Clerk's Office distributed a reminder regarding the Middlesex County Joint Insurance Fund agreement. Mayor Mironov stated it is her understanding the Local Efficiency Achievement Program grant has reached its completion date and wanted to ensure Hightstown has met their obligations so that East Windsor Township, as the lead agency, can close out the grant. Mr. Russell reported six sponsors for the Gateway signs and hoped to have the signs installed when the ground thaws. Mayor Mironov

reported the Township Document Shredding and Electronics Recycling Day will take place on April 9<sup>th</sup>.

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

### 1. East Windsor Senior Center Expansion Project: Status and Updates

Mayor Mironov stated an email was received from project architect Kevin Settembrino outlining the timeline for the site work bidding process. Mr. Settembrino will provide the Clerk's office complete construction documents and bid notice prior to March 30<sup>th</sup> to ensure the Clerk's office has adequate time to advertise the request for proposals, with a publication date slated for no later than April 6<sup>th</sup>. Mr. Settembrino recommended a public bidding closing date of April 20<sup>th</sup> with the contract being awarded on April 26<sup>th</sup>. Mayor Mironov expressed concern with the shortness of the timeline and requested the Request For Proposals be advertised as soon as possible. Mayor Mironov stated her preference to receive bids in person. Mayor Mironov reported Mr. Settembrino did not respond to another request for an updated project schedule and conveyed her doubts on the architect's ability to meet the April 7<sup>th</sup> date of completion deadline. Mayor Mironov requested the Township Attorney and Township Manager obtain from Mr. Settembrino any materials regarding the application for liquidated damages. Mayor Mironov stated her desire to have the access points addressed and a temporary certificate of occupancy issued by April 7<sup>th</sup>. Mayor Mironov stated equipping the Senior Center should be discussed during Capital budget discussions.

### 2. Stockton Street Sidewalk and Curb Project

Mayor Mironov stated the Stockton Street Sidewalk and Curb project is a joint project with Hightstown Borough. Last year, Mayor and Council indicated their desire to move forward with the project and had previously reviewed a draft Shared Services Agreement. During the review, East Windsor Township requested additional information regarding the proposed construction administration cost. Mayor Mironov stated it was her belief the matter had been resolved with the passage of Resolution R2021-211 during the February 8, 2022 Council Meeting however, she now understands the issue is still unresolved. Mayor Mironov stated that despite a meeting between herself, Mr. Zoller and elected officials from Hightstown reaffirming the joint project, work has not begun on the East Windsor portion of the project. Mayor Mironov reported the Hightstown Borough Council met last night and unanimously voted to support the joint project. Mayor Mironov recommended paying the construction administrative fee and reported Hightstown Borough will give a full accounting of the costs. East Windsor Council Members unanimously agreed to pay the construction administrative fee. Mr. Lippman requested a project schedule. Mayor Mironov replied Mr. Lippman's request is reasonable and requested Mr. Brady ask Hightstown for a schedule during his next conversation with Hightstown officials. Mayor Mironov reported the project may not begin until 2023.



3. Operation Medicine Cabinet: National Take Back Event

Mayor Mironov stated a memo from Police Chief Geary had been distributed. Mayor Mironov stated the Operation Medicine Cabinet: National Take Back Event is scheduled for April 30, 2022 and East Windsor Township has traditionally always participated. Mayor Mironov highlighted the permanent medicine drop box installed in the lobby of the Police/Court building which is accessible to residents on a 24/7 basis. Council Member unanimously agreed to participate in the event.

4. New Jersey Senate Bill S-330, “State Aid-Increase Distribution from Energy Tax Receipts Property Tax Relief Fund”

**Resolution R2022-049**

Supporting Senate Bill S-330, “State Aid-Increase Distribution from Energy Tax Receipts Property Tax Relief Fund”

**RESOLUTION R2022-049  
EAST WINDSOR TOWNSHIP  
COUNTY OF MERCER**

**WHEREAS**, taxes on gas and electric utilities were originally collected by the host municipalities to be used for local purposes and to compensate the public for the use of their rights of way; and

**WHEREAS**, when the State made itself the collection agent for these taxes, it promised to dedicate the proceeds to municipal property tax relief; since, just as municipalities collect property taxes for the benefit of school districts, counties, and other entities, the State is supposed to collect Energy Taxes for the benefit of municipal governments; and

**WHEREAS**, for years, though, State budget makers have diverted funding from Energy Taxes to fund State programs; and instead of being spent on local programs and services and used to offset property taxes, the money has been spent as successive Legislatures and Administrations have seen fit; and

**WHEREAS**, the diversion of dedicated energy tax receipts to the State’s General Fund further jeopardizes this critical property tax relief funding in future years; and

**WHEREAS**, by reducing Consolidated Municipal Property Tax Relief Act (CMPTRA), which is also comprised of revenues that should be returned to municipalities, State Budget makers have been able to continue collecting Energy Taxes, while keeping additional revenue that should have been returned to provide property tax relief; and

**WHEREAS**, the cumulative impact of years of underfunding has left many municipalities with serious needs and burdensome property taxes; and

**WHEREAS**, local elected officials are in the best position to decide the best use of these resources, which were always intended to fund local programs and services; and

**WHEREAS**, Senator Singleton and Senate President Scutari have introduced legislation (S-330) that will restore, over a five-year period, Energy Tax Receipts to municipalities;

**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 governing body of East Windsor Township urges the Legislature to swiftly pass this legislation and Governor Murphy sign the legislation prior to passage of the FY2023 State budget.
2. A copy of this Resolution shall be forwarded to Senator Linda R. Greenstein, Assemblyman Daniel R. Benson, and Assemblyman Wayne P. DeAngelo, Senate President Nicolas P. Scutari, Assembly Speaker Craig J. Coughlin, Governor Phillip Murphy, and the League of Municipalities

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 March 22, 2022.

Mayor Mironov stated Senate Bill S-330 increases the distribution of funds to municipalities from the Energy Tax Receipts Property Tax Relief Fund over two years. Senate Bill S-330 passed the New Jersey State Senate earlier this month and has been received by the New Jersey State Assembly. Mayor Mironov reported it was her understanding the bill has support in the Assembly. Mayor Mironov stated the bill in its current form prohibits a municipality from anticipating the additional State aid payment distributed from the Energy Tax Receipts Tax Relief Fund aid for purposes of preparing its annual budget and provide for an amendment to the local budget to properly reflect the total amount distributed to the municipality from the aid. Mayor Mironov stated she has expressed her concern with the amendment as it is unnecessary and cumbersome. Mr. Yeager asked if Senate Bill S-330 changes the formula moving forward and addresses retroactive monies. Mayor Mironov replied the legislation which currently exists has an indexing to increase it going forward only, it is not retroactive.

It was MOVED by Yeager, SECONDED by Lippman to approve Resolution R2022-049.

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

There being seven (7) ayes and no (0) nays, Resolution R2022-049 was approved.

#### 5. 2022 Township Road Projects

Mayor Mironov stated a memo has been distributed and highlighted the need for a Township Road Projects calendar for review by Council at the beginning of each calendar year. Mayor Mironov informed Council that traditionally, East Windsor Township submits two applications per year for New Jersey Department of Transportation grant funding, one for a priority and one for a secondary project. Mayor Mironov clarified the Council is not considering New Jersey Department of Transportation grants at this time and the focus will be on projects not in consideration for State funding. Mayor Mironov stated at the February 8, 2022 Council Meeting, Mayor and Council approved the Professional Services Contract for Engineering Services on the Hawthorne Lane and portions of Brooklawn Drive, Holly Drive and Iris Drive road project and requested an update. Director of Public Works Ronald Cerankowski responded he was notified by French & Parello Associates site work and mapping has been completed and he anticipates to receive those reports and project recommendations by the end of the week. Mayor Mironov requested clarification on the schedule and completion date for the engineering work. Mr. Cerankowski responded he will gather the requested information and provide to Mayor and Council at a later date. Mayor Mironov reiterated her desire to see Professional Service Contracts, especially those relating to road projects, executed in an expedient manner moving forward. Mayor Mironov questioned if it was feasible to add municipal road improvement projects in 2022. Mr. Brady suggested having a discussion to identify potential projects and then assessing the feasibility of each suggestion. Mayor Mironov suggested Brooktree Road, Lynnfield Drive and Edward Drive as possible improvement projects for the municipality and questioned if there was any ability to include Conover Road as a Mercer County Cooperative project since the road is not a residential street. Ms. Daniels commented on the poor condition of Conover Road from Woods Road to Old York Road.

#### 6. 2021 Municipal Capital Budget

Mayor Mironov stated a memo has been distributed and a prior discussion was had in June 2021. Mayor Mironov questioned if the current balance shown on the memo was still accurate. Township Manager James Brady indicated the balance was no longer accurate. Mayor Mironov requested a report on the current condition of municipal parks from the Department of Public Works, a funded plan for Anker Park and updated account balances be distributed. Mr. Yeager agreed with Mayor Mironov on the need for an annual or multi-year municipal parks plan. Mr. Rosenberg stated he enthusiastically supported municipal parks and felt their upkeep is important for Township morale. Mr. Yeager expressed his concern with the condition of Municipal Hall and questioned if Council should start considering a new building. Ms. Daniels stated a green

municipal building has the potential for future cost savings and suggested Council start considering a new building. Mayor Mironov requested clarification on the costs to demolish and remove the Suty House and the Forman House. Mayor Mironov requested clarification on the cost for a water treatment system at the Police/Court building. Mayor Mironov questioned the cost for the replacement maintenance truck. Mr. Cerankowski responded the vehicle must be considered heavy duty and have an air compressor for use while on jobs. Mayor Mironov questioned if the list of vehicles being considered for capital purchase represents the priorities to properly maintain the fleet and function of the department. Mr. Cerankowski stated the list is prioritized by the condition of existing vehicles. Mr. Zoller questioned the prioritization of the heavy-duty tow behind trailer. Mr. Cerankowski responded the list was created with input from the Township General Foreman who agreed the other vehicles listed are of higher priority. Mayor Mironov stated a memo regarding capital budget requests from the Police Chief dated March 14, 2022 was distributed. Mayor Mironov asked if the East Windsor Township Police Department had any officers on staff with in-depth knowledge of emergency communication systems. Police Chief Geary stated Lieutenant Ryan Mattek has been researching emergency communication systems and serves as the point person for all communication matters for the Department. Mayor Mironov requested clarification on Option 2. Police Chief Geary stated the Option that is being recommended, Option 3, is what was quoted in the capital request. Police Chief Geary stated the Police Department is currently operating on a Township-owned system which relies on a system of three repeaters strategically placed through the Township. The radios operate utilizing an analog UHF frequency which experience interference due to corrosion of wires, electrical contacts and the components themselves. The proposed new system would be on a multi-band fiberoptic digital platform. Mr. Zoller questioned if the existing towers would be become obsolete if the Township switched systems. Police Chief Geary responded two of the towers are multi-purpose towers and there is no concern of obsolescence, however the tower located at the East Windsor District 2 Fire and Rescue location needs continued maintenance on the antenna, repeater and tower itself and will eventually need to be removed, however the Police Department could continue to use the current system as a back-up system. Mayor Mironov questioned if the breath test device received grant funding and Police Chief Geary confirmed it had. Mayor Mironov requested additional information regarding the replacement of a traffic survey device and Police Chief Geary indicated he will provide Mayor and Council with that information at a later date. Mayor Mironov stated her support of a new telephone system for the Municipal Building. Mr. Yeager questioned the decision to purchase desktop computers as opposed to laptops which will allow employees to work remotely. Mayor Mironov requested more information on capital requests for the Senior Center. Mr. Russell requested clarification on the request to replace a Squirt truck and a brush truck. East Windsor Volunteer Fire Company No. 1 Chief Gerald Laughlin, Jr. stated the request for a replacement squirt truck is less of a priority than a replacement rescue truck. Mayor Mironov requested East Windsor Volunteer Fire Company No. 1 Chief Laughlin provide additional information on the requested rescue truck.

**MATTERS BY PUBLIC:**

East Windsor Volunteer Fire Company No. 1 Chief Gerald Laughlin, Jr., 871 Jamestown Road, East Windsor clarified that while the exterior of the municipal building is designed to be fire-resistant, the contents of the building do have the ability to catch on fire.

**ADJOURNMENT:**

Next Meeting: April 5, 2022

Mayor Mironov adjourned the meeting at 6:56 pm.

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Allison Quigley  
Municipal Clerk

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Janice S. Mironov  
Mayor