

EAST WINDSOR TOWNSHIP COUNCIL

Tuesday, March 26, 2024

5:30 p.m.

MINUTES

CALL TO ORDER:

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 5:30 p.m. on Tuesday, March 26, 2024, at the East Windsor Municipal Building.

VERIFICATION:

Municipal Clerk Allison Quigley certified that the meeting was noticed on January 28, 2024, in the Annual Meeting Notice. On February 9, 2024, 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 Boy Scout Troops 6284 & 5700.

ROLL CALL:

Present were Council Members Denise Daniels, Anthony Katawick, Marc Lippman, David Russell, Johnnie Whittington, John Zoller and Mayor Janice S. Mironov. Also present were Township Manager Joy Tozzi and Municipal Clerk Allison Quigley.

PRESENTATIONS & PROCLAMATIONS

Women's History Month – March 2024

Mayor Mironov proclaimed March Women's History Month and was joined by several area elected officials: NJ State Senator Linda Greenstein, NJ Assemblywoman Verlina Reynolds-Jackson, NJ Assemblywoman Tennille McCoy, Mercer County Commissioner Kristin McLaughlin, Mercer County Commissioner Lucille Walter, Hightstown Mayor Susan Bluth, Hopewell Township Mayor Courtney Peters-Manning, Lawrence Mayor Patricia Hendricks Farmers, and East Windsor Council Member Denise Daniels. Mayor Mironov acknowledged the many women who have served in so many spheres of our community and during our history, who have played a valuable role contributing to our communities. Each of the officials spoke about their experiences and thanked those who encouraged and mentored them, and the importance of annually recognizing Women's History Month, and continuing to cultivate and encourage other women as future leaders. The Proclamation, read by Mayor Mironov recognizes and celebrates "the accomplishments and substantial contributions of women over history to our civic, political and cultural life, and the many women of extraordinary leadership and commitment, whose vision, achievements and unwavering determination have strengthened our society and paved the way for

progress, to the betterment of the lives of the citizens of East Windsor Township and the State of New Jersey".

Scout Anniversary Week – February 4-10, 2024

INTERVIEWS FOR BOARDS AND COMMISSIONS:

There were no interviews for Boards and Commissions.

PUBLIC FORUM:

No one spoke during the public forum.

MINUTES:

The minutes were rescheduled to the next regularly scheduled meeting.

ORDINANCE – PUBLIC HEARING:

There were no Ordinances for Public Hearing

ORDINANCE – INTRODUCTION:

There were no Ordinances for Introduction

RESOLUTIONS:

Resolution R2024-041 Approval of Amendment to Resolution R2023-144 and Professional Services Contract for Beechcroft Road and Connecting Streets with T &M Associates

**RESOLUTION R2024-041
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, on September 12, 2023, by Resolution R2023-144, the Township of East Windsor awarded a professional engineering services contract to T&M Associates, 200 Century Parkway, Suite B, Mount Laurel, NJ 08054, for Beechcroft Drive and Connecting Streets Project for a contract amount not to exceed \$46,166.00.00; and

WHEREAS, on March 8, 2024, T&M Associates informed the Township that the New Jersey Department of Transportation (NJDOT) requires T&M Associates to conduct additional, unanticipated field survey work, costing an additional \$8,030; and

WHEREAS, the Township is required and unfortunately compelled by NJDOT to conduct this work and to expend additional funds to secure NJDOT approval to be able to finalize engineering plans and to bid this roadway project; and

WHEREAS, the Township needs to amend Resolution R2023-144 and the associated professional services contract to authorize the additional engineering work and expenditure of an additional \$8,030, and funds are available in Account No. C-04-55-980-927-890, intitled “Annual Road program” as evidenced by the Chief Financial Officer’s Certification No. C2024-007.

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. Resolution R2023-144 and the associated professional services contract with T&M Associates for professional engineering services for Beechcroft Drive and Connecting Streets Project are hereby amended to authorize the additional field survey work in the amount of \$8,030, in accordance with the attached request from T & M Associates, increasing the total contract to an amount not to exceed \$54,196.00.
2. The Mayor and the Deputy Municipal Clerk are hereby authorized and directed to execute the attached Amendment to the professional Engineering Services Agreement with T& M Associates.

It was MOVED by Russell, SECONDED by Danielsto approve Resolution R2024-041.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-041 was approved.

Resolution R2024-042 Approval of Award of Contract for Professional Engineering Services to French & Parrello for Dutch Neck Road and Dorchester Drive Project

RESOLUTION R2024-042
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there exists a need for Professional Engineering Services for Dutch Neck Road and Dorchester Drive Project; and

WHEREAS, on February 05, 2024, the Township solicited and posted a request for proposals notice and on February 29, 2024, received four proposals for Engineering Services for this project; and

WHEREAS, the lowest responsive proposal for Professional Engineering Services for Dutch Neck Road and Dorchester Drive Project, was received from French and Parrello Associates; and

WHEREAS, a contract for this professional service may be awarded without public advertising for bids as the contract is for “Professional Services” pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract is awarded in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.; and

WHEREAS, the Township Council has reviewed the Township Manager's recommendation; and

WHEREAS, the maximum amount of the contract is \$44,853.12 and funds are available in Capital Fund Account No.C-04-55-980-927-890 entitled Ordinance 2022-008, "Annual Road Program", as evidenced by the Chief Financial Officer's Certification No.C2024-008.

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

1. The attached Agreement between the Township of East Windsor and French & Parrello Associates, 1800 Route 34, Suite 101, Wall, NJ 07719, to provide for Professional Engineering Services for Dutch Neck Road and Dorchester Drive Project, in an amount not to exceed \$44,853.12, is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.
3. This Contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by persons authorized by law to practice a recognized profession that is regulated by law, and also in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.
4. The Deputy Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Deputy Municipal Clerk.

It was MOVED by Lippman, SECONDED by Whittington to approve Resolution R2024-042.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-042 was approved.

Resolution R2024-043 Approve Rescinding of Resolution R2024-28 and Authorizing Repair of Elevator Door at Police and Court Building by Jersey Elevator

**RESOLUTION R2024-043
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, on February 13, 2024, by Resolution R2024-028, the East Windsor Township authorized EMCO, 580 Elm Street, Kearny, NJ 07032, to repair the elevator door at the Police/Court Building for a total amount not to exceed \$13,000; and

WHEREAS, following Resolution R2024-028, EMCO informed the Department of Public Works that the company will not perform any work without a \$10,000 advanced payment and the company will not accept a Township purchase order in place of advanced payment; and

WHEREAS, pursuant to N.J.S.A. 40A:5-16(b), the Township cannot pay for the provision of goods or services unless the goods have already been received by, or the services already rendered to, the Township; and

WHEREAS, the next lowest quote for elevator repair services was submitted by Jersey Elevator for \$14,625; and

WHEREAS, the Department of Public Works confirmed with Jersey Elevator that the company will accept a Township purchase order and the company will not require advanced payment; and

WHEREAS, the maximum amount of the purchase is \$14,625 and funds are available in Capital Account No. C-04-55-980-927-400 entitled Ordinance 2022-08 “General Building Repairs” as evidenced by the Chief Financial Officer’s Certification No. C2024-005;

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. Resolution R2024-028 is hereby rescinded.
2. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Jersey Elevator, 657 Line Road, Aberdeen, NJ 07747, for repair of the elevator door for the Police / Court Building, for a total amount not to exceed \$14,625, in accordance with the attached quote.

[NOTE: The requested revisions are reflected in the above Resolution.]

Mayor Mironov requested the Resolution be revised to remove the phrase *Police/Court building* from the first paragraph, and remove the word *Township* before any references to the Department of Public Works. She suggested that any approval be conditioned upon the company accepting a purchase order for the work and Council members agreed.

It was MOVED by Katawick, SECONDED by Russell to approve Resolution R2024-043, subject to the stated conditions and revisions.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-043 was approved, subject to the stated conditions and revisions.

Resolution R2024-044 Approval of Contract Extensions with Interstate Waste Services
for Collection of Comingled Recyclables

RESOLUTION R2024-044
EAST WINDSOR TOWNSHIP

MERCER COUNTY

WHEREAS, on May 18, 2021, by Resolution R2021-088, the Township Council awarded a three-year Contract for the Collection of Comingled Recyclables for the period beginning June 1, 2021 and ending May 31, 2024 to Central Jersey Waste & Recycling, Inc. (now purchased and owned by Interstate Waste Service); and

WHEREAS, Resolution R2021-088 included a Township option to extend the contract for the Collection of Comingled Recyclables for an additional two years; and

WHEREAS, the Township Council has reviewed the Director of Public Works recommendations; and

WHEREAS, the original Bid provided for a year #4 at a cost of \$256,799.08 and for year #5 at a cost of \$264,503.06, for a total amount not to exceed \$521,302.14, and funds will be available in the Municipal Solid Waste Collection District Budget Account No. 4-30-26-305-300-236 entitled “Contractual Services” contingent upon the adoption of the 2024 Municipal Solid Waste Collection District Budget, as evidenced by the Chief Finance Officer’s Certification No. G2024-002.

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

1. The Township hereby approves the extension of the Contract for Collection of Comingled Recycling with Interstate Waste Services Inc. for an additional two years for the term beginning June 1, 2024 and ending May 31, 2026 at the cost of \$256,799.08 for year #4 and \$264,503.06 for year #5, for a total amount not to exceed \$521,302.14.
2. The Mayor and Deputy Municipal Clerk are hereby authorized and directed to execute the contract.

[NOTE: The requested revisions are reflected in the above Resolution.]

Mayor Mironov requested the Resolution be revised to correct several minor typographical and formatting errors throughout the Resolution.

It was MOVED by Daniels, SECONDED by Zoller to approve Resolution R2024-044 with revisions.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-044 was approved with revisions.

Resolution R2024-045 Authorizing Purchase of Replacement Body-Worn Cameras from Safe Fleet for Police Department

RESOLUTION R2024-045
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there is a need to purchase 28 replacement body-worn cameras and related equipment for the Police Department; and

WHEREAS, three written quotes were obtained for the acquisition of 28 new body-worn replacement cameras and all the accessories and hardware required, plus delivery and installation of equipment; and

WHEREAS, the lowest responsive quote for the purchase was submitted by Safe Fleet through State Contract NJ 17-Fleet-0031, which is valid through May 13, 2024, in the total amount of \$120,100.00; 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 Township Council has reviewed the Chief of Police's recommendation; and

WHEREAS, the maximum amount of the purchase is \$120,100.00, and funds are available in Grant Account No. SFY2022-Body -Worn Camera G-02-40-40-719-925-299 for the amount of \$85,350.00 and the remaining amount from Capital Account, entitled Ordinance 2023-11 "Police Acquisition Body-worn Camera C-04-55-980-928-302", in the amount of \$34,750.00, as evidenced by the Chief Financial Officer's Certification No.2024-006.

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. NJ 17-FLEET-00731, to Safe Fleet Mobil Vision Inc, 9411 S. Sam Houston Parkway West #300, Missouri City TX 77489, for the purchase of 28 Safe Fleet X2 body-worn cameras, plus five years of cloud storage, delivery and installation, in an amount not to exceed \$120.100.00, as set forth in the attached quote.

[NOTE: The requested revisions are reflected in the above Resolution.]

Mayor Mironov requested the Resolution be revised to correct several minor typographical and formatting errors throughout the Resolution.

It was MOVED by Katawick, SECONDED by Whittington to approve Resolution R2024-045 with revisions.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-045 was approved with revisions.

Resolution R2024-046 Approval of Memorandum of Understanding between Township of East Windsor and New Jersey Conservation Foundation for Purchase of Open Space Located on Old Trenton Road Block 2, Lots 3.02 & 3.011

**RESOLUTION R2024-046
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, the Township Council and the New Jersey Conservation Foundation wish to partner in the acquisition of open space property located on old Trenton Road (Block 2, Lots 3.02 and 3.011) and

WHEREAS, the Township and New Jersey Conservation Foundation wish to set forth their respective understandings and the respective terms and responsibilities with respect to this open space project; and

WHEREAS, this Memorandum of Understanding reflects the agreements and understandings of the parties.

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

1. The attached Memorandum of Understanding for Assignment of Contract or Option Agreement is hereby approved.
2. The Mayor and Deputy Municipal Clerk are hereby authorized and directed to execute the attached Memorandum of Understanding for Assignment of Contract or Option Agreement.

[NOTE: The requested revisions are reflected in the above Resolution.]

Mayor Mironov requested the Resolution be revised to correct several minor typographical and formatting errors throughout the Resolution.

It was MOVED by Zoller, SECONDED by Russell to approve Resolution R2024-046 with revisions.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-046 was approved with revisions.

Resolution R2024-047 Approval of Contract for Data Processing Services with BRT Technologies for Tax Assessors Office

**RESOLUTION R2024-047
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there exists a need for data processing services for the Tax Assessor's Office; and

WHEREAS, BRT Technologies is the Mercer County Tax Board's sole tax assessment software provider effective as of March 1, 2020; and

WHEREAS, the Township Council has reviewed the Township Manager's recommendation on this purchase; and

WHEREAS, since the purchase is under \$17,500.00, public bids are not required as set forth in N.J.S.A. 40A:11-4 requiring public advertising and bidding for contracts for a sum exceeding the aggregate amount as calculated periodically by the Governor, pursuant to N.J.S.A. 40A:11-3 which amount is \$17,500.00; and

WHEREAS, the maximum amount of the purchase is \$12,408.00 and funds are available in the 2024 Current Fund Account No.4-01-20-140-140-245, entitled "Data Processing", pending adoption of the 2024 budget, as evidenced by the Chief Financial Officer's Certification No. B2024-012.

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 BRT Technologies, LLC, 22 Birchwood Lane, Mantua, NJ 08051 for the purchase of data processing services, in the amount of \$1,034.00 per month for the period of May 1, 2024 through April 30, 2025, for a total amount not to exceed \$12,408.00, as per the attached quote.

It was MOVED by Daniels, SECONDED by Zoller to approve Resolution R2024-047.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-047 was approved.

Resolution R2024-048 Action on Request for Release of Performance Guarantee by
Innovation Park LLC for 148-210 Princeton-Hightstown Road

The Resolution was held for the attorney to obtain approval on the \$150,000 funds provided.

Resolution R2024-049 Approving Temporary Budget Appropriations

**RESOLUTION R2024-049
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, by Resolution R2023-008, adopted on January 8, 2024, the Township Council established a Temporary Budget for 2024, in the amount of \$5,564,301.53 for current fund plus \$652,375.00 for Garbage District No.1 for a total amount of \$6,216,676.53; 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 2024 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 2024 Temporary Budget for the Current Fund from \$5,564,301.53 by \$4,856,533.00 for a total amount of \$10,420,834.53, and increases Garbage District No.

1 temporary appropriations from \$652,375.00 by \$573,525.00 for a total amount of \$1,225,900.00, resulting in emergency temporary appropriations adopted in 2023 in the total amount of \$11,506,417.53, pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20).

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 additional Emergency Temporary Appropriations are hereby made to increase the 2024 Temporary Budget for the Current Fund from \$5,564,301.53 by \$4,856,533.00 for a total amount of \$10,420,834.53, and to increase Garbage District No. 1 from \$652,375.00 by \$573,525.00 for a total amount of \$1,225,900.00.
2. These emergency temporary appropriations are being provided for in the 2024 budget.
3. One certified copy of this Resolution shall be filed with the Director of Local Government Services.

Mayor and Council reviewed and discussed the information on this subject provided by the Finance Director. Mayor Mironov asked if these figures are based on the 2024 budget or last year's budget. She also asked to see the 2024 updated amounts and the 2023 amounts for PERS and PFRS. Mayor Mironov indicated if Council considered acting on this Resolution tonight, she would suggest several conditions, including reducing spending in these categories overall, freezing appropriations, and reviewing the funds listed under the Health Department and the Senior Center.

It was MOVED by Daniels, SECONDED by Russell to approve Resolution R2024-049 with the stated conditions.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-049 was approved with the stated conditions.

Resolution R2024-050

Authorizing Closed Session: (Collective Bargaining - Police Benevolent Association local#191)

**RESOLUTION R2024-050
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, Section 8 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Council is of the opinion that such circumstances exist.

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 public shall be excluded from the closed session at close of tonight's open session.
2. The general nature of the subject matter to be discussed is as follows:
Closed Session: (Collective Bargaining - Police Benevolent Association local#191)
3. It is anticipated at this time that the above stated subject matter will be made public when these matters are resolved or as soon thereafter as it is deemed to be in the public interest to do so.
4. This Resolution shall take effect immediately.

It was MOVED by Katawick, SECONDED by Zoller to approve Resolution R2024-050.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-050 was approved.

Resolution R2024-051 Action on Award of Road Construction for Greenbrook Drive and Connecting Streets Project

**RESOLUTION R2024-051
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there is a need for the Improvements to Greenbrook Drive and Connecting Streets project; and

WHEREAS, a Notice to Bidders was issued, posted, and advertised on February 22, 2024 for the Improvements to Greenbrook Drive and Connecting Streets project; and

WHEREAS, ten bids were received on March 21, 2024 by the Municipal Clerk's Office; and

WHEREAS, the lowest responsible bid was submitted by Jads Construction Co. of New Jersey, Inc.; and

WHEREAS, the Township Council has reviewed the recommendation made by the Township Engineer, T&M Associates, on these bids; and

WHEREAS, the amount of the bid is for a maximum contract amount of \$759,910.02 and sufficient funds are available in Capital Fund Account C-04-55-980-928-893 entitled "DOT Greenbrook Drive" in the amount of \$759,910.02, as evidenced by the Chief Finance Officer's Certification No. C2024-009.

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

1. The contract for the Improvements to Greenbrook Drive and Connecting Streets project, for a total contract amount not to exceed \$759,910.02, is awarded to Jads Construction Co. of New Jersey, Inc., PO Box 513, South River, NJ 08882.

2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the contract.
3. The Municipal Clerk is hereby authorized and directed to return the certified checks or bid bonds of the successful bidder and the next lowest bidder, Meco, Inc., 37 Prodelin Way, Millstone Township, NJ 08535, upon the receipt of a fully executed contract.
4. The Municipal Clerk is hereby authorized and directed to return the certified check and bid bond of the following unsuccessful bidders: S&G Paving, Inc., 224C Forsgate Drive, Jamesburg, NJ 08831; Reivax Contracting Corp., 165 River Road, Flemington, NJ 08822; Black Rock Enterprises, LLC., 1316 Englishtown Road, Old Bridge, NJ 08857; Earle Asphalt Company, PO Box 556, Farmingdale, NJ 07727; Richard T. Barrett Paving Company, Inc., 400 Prospect Street, Trenton, NJ 08618; S. Brothers Inc., PO Box 317, South River, NJ 08882; Capital Paving and Contracting, LLC., 67 Beaver Avenue, Ste, 25, Annandale, NJ 08801; Top Line Construction, Corp., 22 Fifth Street, Somerville, NJ 08876.

It was MOVED by Daniels, SECONDED by Russell to approve Resolution R2024-051.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-051 was approved.

APPLICATIONS:

There were no applications.

REPORTS BY COUNCIL AND STAFF

Council Member Zoller noted that the Planning Board met on Monday, March 18, 2024. The site plan was approved for Windsor Castle Apartments.

Council Member Zoller advised that the Environmental Commission met on Wednesday, March 20, 2024. Members attended an April 4, 2024, Sustainable Jersey Zoom Session where CEUs were made available to attendees. There are two events scheduled; trash and recyclable clean-up for Etra Lake Park for Saturday, April 20 and the National Night Out event on August 6th.

Council Member Whittington advised that there was a Parks & Recreation meeting on February 13, 2024, with 7 attendees. Discussed possible bands to play at Etra Lake Park for the summer. Council Person Russell advised that Parks & Recreation needs to make sure that the bands that are being looked into have not played already.

Council Member Daniels noted that there was a Health Advisory Board meeting on March 18, 2024. There were discussions pertaining to the Community Garden and gardeners who are interested in donating some of their produce to the community.

CORRESPONDENCE:

Mayor Mironov stated she would review correspondence during Matters by Council.

APPOINTMENTS:

Resolution R2024-XX Appointing East Windsor Municipal Utilities Authority Member

The Resolution was carried to the next Council meeting.

APPROVAL OF BILLS:

Mayor Mironov stated a 2023 Current Bill list, 2024 Current Bill list, a Capital Bill List and other miscellaneous bill lists, and trust accounts were provided.

It was MOVED by Zoller, SECONDED by Whittington to approve the various Bills lists with the requested holds and clarifications.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, the various Bills lists were approved with the requested holds and clarifications.

MATTERS BY COUNCIL:

Mayor Mironov asked for reassurance that the Township stays on top of the community gardens.

Mayor Mironov and Council are sponsoring free gun safety locks that are available to East Windsor residents during March under the Township Gun Safety Program. This proactive safety initiative is to promote improved gun safety, as these gun locks, if properly used can help keep guns out of the hands of children and prevent accidental deaths and injuries in the home. The gun locks are available at East Windsor at no cost through Project Child Safe, a national firearms safety program sponsored by the U.S. Department of Justice and the National Shooting Sports Foundation. Free gun safety locks can be obtained at the Township police/court building (80 One Mile Road) by contacting Detective Timothy Purpuri at (609) 448-5678, ext. 232.

Mayor Mironov reminded everyone about East Windsor Township sponsoring a Recycling Poster Contest for Local Elementary School Students for Earth Day. The theme of the poster is to promote any of the "4 Rs" of the Township Recycling Program Logo, which are: RECYCLE all items that can be recycled; REUSE other items rather than throw them out in the trash; REDUCE materials into homes that then have to be disposed of, and REBUY - i.e., buy goods that use recycled materials. Posters should be left by Wednesday, April 3rd, at the student's School Administrative Office or at the East Windsor Municipal Building Mayor's Office. Participants should be certain to provide on the back of each poster the student's name, address, phone number, grade level, and school attended. Contest winners will be notified and awards, including a gift certificate to Barnes

and Noble donated by Shiseido, will be made at an Earth Day ceremony. Winning posters will be displayed in the municipal building lobby.

DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:

1. 2022 Municipal Audit

The annual audit report was presented by Township Auditor Gerard Stankiewicz, CPA of Samuel Klein & Co. Mr. Stankiewicz indicated his firm completed the 2022 annual audit of the Township's financials and files and issued the Annual Report of Audit. Mr. Stankiewicz stated that the audit was successful and his firm found everything to be in good order, with no recommendations to be made.

Resolution R2024-052

Acknowledging the Receipt of Audit and Signing of
Group Affidavit

**RESOLUTION R2024-052
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by Resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
Recommendations

and;

WHEREAS, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
Recommendations

as evidenced by the group affidavit form of the governing body; and

WHEREAS, such Resolution of certification shall be adopted by the governing body no later than forty-five (45) days after the receipt of the Annual Audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with at least the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than one (1) year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of East Windsor, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968, and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to show evidence of said compliance.

It was MOVED by Russell, SECONDED by Katawick to approve Resolution R2024-052.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2024-052 was approved.

2. Operation Medicine Cabinet (April 27, 2024)

Mayor Mironov noted that, if agreeable, East Windsor Township will participate in Operation Medicine Cabinet on Saturday, April 27th from 10 A.M. to 2 P.M., offering residents the opportunity to dispose of unused, unwanted and expired prescription medications in an environmentally responsible manner and reducing possible access by unauthorized persons and young people to these drugs. The Township has a drop box in the lobby of the police/court building at 80 One Mile Road for the collection of these various medications. This special one-day collaborative event with the U.S. Drug Enforcement Administration (DEA) is intended to focus community attention on the importance and opportunity for secure and responsible disposal of medications. Collected medications will be turned over to the DEA on the next business day for final disposal. The Township maintains a year-round 24/7 accessible permanent medicine drop box in the lobby of the police/court building. Mayor Mironov asked that this be placed on the Township calendar. Council Members agreed the Township should participate.

3. Construction Ordinance Fee Update **Ordinance No. 2024-03**

An Ordinance Amending Chapter XIII”, Section 13-1, “Fees” 13-1, Uniform Construction Code Enforcing Agency”, Subsection 13-1.3 “Fee” of the Revised General Ordinances of the Township of East Windsor

**ORDINANCE NO. 2024-03
TOWNSHIP OF EAST WINDSOR
COUNTY OF MERCER**

**AN ORDINANCE AMENDING CHAPTER XIII, "BUILDING AND HOUSING," SECTION 13-1,
"UNIFORM CONSTRUCTION CODE ENFORCING AGENCY", SUBSECTION 13-1.3,
"FEES", OF THE REVISED GENERAL ORDINANCES OF
THE TOWNSHIP OF EAST WINDSOR**

BE IT ORDAINED by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey that the Revised General Ordinances of the Township of East Windsor is hereby amended and replaced as follows: Section 1. Chapter XIII "Building and Housing," Section 13-1, "Uniform Construction Code Enforcing Agency," Subsection 13-1.3., "Fees," is hereby amended and supplemented as follows:

13-1 Uniform Construction Code Enforcing Agency.

13-1.3 Fees.

UNIFORM CONSTRUCTION CODE FEES

- a. Construction permit. The fee for a construction permit shall be the sum of subcode fees listed in Subsection A (1) through (8) and shall be paid before such permit is released. As used in this ordinance, the term "use" or "use group", rehabilitation", "repair", "renovation", "alteration", and "reconstruction" shall mean those terms as defined in the State of New Jersey Uniform Construction Code, N.J.A.C. 5:23-1.4.
 - 1. Building subcode fees shall be as follows:**
 - a. The minimum fee shall be \$85.00.
 - b. For new construction or additions:
 - (1) Residential R-3/R-5: \$0.040 per cubic foot of building or structure volume, provided that the minimum fee shall be \$400.00.
 - (2) All other uses: \$ 0.050 per cubic foot of building or structure volume, provided that the minimum fee shall be \$600.00.
 - (3) Structures on farms, including commercial farms, the fee shall be: \$0.020 per cubic foot of building or structure volume, with a maximum fee of \$1,700.00.
 - c. For repairs, renovations, alterations, or reconstruction:
 - (1) Residential R-3/R-5, \$75.00 for the first \$2,000.00 of estimated cost and \$3.00 per \$100.00 of estimated cost thereafter
 - (2) All other uses, \$300.00 for the first \$2,000.00 of estimated cost and \$4.00 per \$100.00 up to \$50,000.00, \$3.00 per \$100.00 for \$50,001.00-\$100,000.00, and \$2.50 per \$100.00 over \$100,000.00 of estimated cost thereafter.
 - d. For a combination of repairs, renovations, alteration or reconstruction and additions, the fee shall be computed in accordance with Subsection A.1. (b) and (c). All fees payable pursuant to Subsection A.1. (b) and (c) above shall be rounded off to the nearest whole dollar and shall be in addition to any and all fees and surcharges mandated by the New Jersey Department of Community Affairs.

- e. For a plan review, the fee shall be:
 - (1)20% of the cost of the permit.
 - (2)20% of the cost of the fee for prototype plans.
- f. For a review of plans indicating a variation to the Code, the fee shall be:
 - (1)Class 1 structures: \$800.00.
 - (2)Class 2 and 3 structures: \$200.00.
 - (3)Class 3, R-5 structures: \$75.00.
 - (4)Resubmission of Class 1: \$300.00.
 - (5)Resubmission of Class 2 and 3: \$100.00.
 - (6)Resubmission of Class 3, R-5: no fee.
- g. For a review of applications limited to the following improvements/structures, the fee shall be:
 - (1)Roof or Siding
 - i. Residential R-5: \$75.00.
 - ii. All other uses: as set forth in A.1. (b) above.
 - (2)Sheds:
 - i. Residential R-5: \$75.00.
 - ii. All other uses: as set forth in A.1. (b) above.
 - (3)Decks and Raised Patios:
 - i. Residential R-5: Cost based on \$0.50 per square foot of deck or raised patio surface per level, minimum \$400.00.
 - ii. All other uses: as set forth in A.1. (b) above
 - (4)Photovoltaic (Solar) Systems:
 - i. Residential R-5: Minimum of \$100.00 or \$25.00 per array whichever is greater.
 - ii. All other uses: \$50 per kilowatt up to 50 kW, additional \$20.00 per kW above 50 kW.
 - iii. Any rehabilitation work, such as increasing the structural ability of the capacity of members or the installation of footings, will be an additional fee calculated as set forth in A.1. (b) above based upon the cost of that specific rehabilitation work.
 - (5)Tents: (where a UCC permit is required)
 - i. Residential R-5: \$75.
 - ii. All other uses as set forth in A.(1)(b) above.
 - (6)Retaining Walls: (where a UCC permit is required)
 - i. Residential R-5: \$1.75 per linear foot or part thereof, a minimum fee of \$75.00 for each individual retaining wall.
 - ii. All other uses: \$2.50 per linear foot or part thereof, a minimum fee of \$100.00 for each individual retaining wall.
 - (7)Lead abatement:
 - i. Residential R-5: \$75.00.

- ii. All other uses as set forth in A.1. (b) above.

(8)Asbestos abatement:

- i. \$125.00 for each asbestos hazard abatement project.
- ii. \$25.00 for each certificate issued following the successful completion of an asbestos hazard abatement project.

(9)Swimming Pools:

- i. Above ground \$200.00.
- ii. Inground \$500.00.
- iii. Public Pools \$750.00.

(10)Fences exceeding 6 feet or pool barrier:

- i. Residential R-5: \$100.00.
- ii. All other groups, \$5.00 per 10 ft or part thereof, minimum \$150.00.
- iii. When an existing fence becomes a poolbarrier, the above fees will apply.

(11)Radon Remediation:

- i. Residential R-5: \$85.00.
- ii. All other uses as set forth in A.1. (b) above

(12)Signs:

- i. Wall or monument signs less than 400 square feet of surface area: \$3.00 per square foot of surface area; a minimum of \$250.00.
- ii. Wall or monument 400 square feet or greater of surface area: \$2.00 per square foot of surface area
- iii. New pylon sign with foundation shall be \$6.00 per square foot of surface area for the first 100 square feet; \$4.75 per square foot of surface area for 101 to 400 square feet; \$3.50 per square foot of surface area thereafter; minimum fee shall be \$250.00.

(13)Demolition

- i. Residential R-5: \$150.00.
- ii. Class 2 and 3 structures: \$300.00.
- iii. Class 1 structures: \$750.00.

(14)Relocating a structure/building:

- i. \$200.00 for the first \$1,000.00 cost plus \$10.00 for each \$1,000.00 cost thereafter
- ii. A new foundation system shall be \$0.040 per cubic foot for the foundation in addition to all other applicable UCC construction permit fees.

2. **Electrical subcode fees for installation of the following:**

- a. The minimum fee shall be \$85.00.
- b. Electrical fixtures and devices (15 to 20 amps)

- (1)First 25 devices: \$55.00.
 - (2)Each 25 additional devices: \$25.00.
 - c. Receptacles and switches (30 to 50 amps) \$25.00.
 - d. Receptacles and switches (greater than 50 amps) \$85.00.
 - e. Motors:
 - (1)1 to 10 hp motor \$35.00.
 - (2)11 to 50 hp motor \$75.00.
 - (3)51 to 100 hp motor \$150.00.
 - (4)Greater than 100 hp motor \$576.00.
 - f. Transformers and generators:
 - (1)1 to 10 kw \$35.00.
 - (2)11 to 45 kw \$75.00
 - (3)46 to 112.5 kw \$150.00.
 - (4)Greater than 112.5 kw \$576.00.
 - g. Service Equipment
 - (1)0 to 100 amps \$75.00 AC & DC.
 - (2)101 to 200 amps \$105.00 AC & DC.
 - (3)201 amps to 800 amps \$180.00 AC & DC.
 - (4)801 amps and up \$580.00 AC & DC.
 - h. Above-ground pools \$85.00.
 - i. In-ground pools \$125.00.
 - j. Pool underwater light \$15.00.
 - k. Smoke detectors per dwelling unit (see electrical fixtures and devices).
 - l. Light standards: commercial \$100.00, residential \$85.00 each.
 - m. Hydro-massage tub \$85.00.
 - n. Commercial alarm control \$15.00.
 - o. Signs \$85.00.
 - p. Replacement wiring per branch circuit \$25.00.
 - q. Temporary pole connection (see service equipment)
 - r. Annual pool inspection \$100.00.
 - s. Photovoltaic systems (solar)
 - (1)1 kw to 10 kw \$305.00.
 - (2)10.01 kw to 30 kw \$465.00.
 - (3)30.01 kw to 50 kw \$545.00.
 - (4)For every 5 kw over 50kw \$20.00 per kw.
 - t. Residential HVAC \$85.00.
 - u. Card readers, MAG locks, controlled access, CCTV (see fixtures and devices)
- 3. Fire Subcode fees shall be as follows:**
- a. The minimum fee shall be \$85.00.

- b. Sprinklers heads:
 - (1) 1 to 20: \$75.00.
 - (2) 21 to 100: \$175.00.
 - (3) 101 to 200: \$300.00.
 - (4) 201 to 300: \$600.00.
 - (5) T301 to 500: \$900.00.
 - (6) 501 and over: \$1,500.00.
- c. Smoke alarms/detectors, heat detectors, carbon monoxide alarms/detectors:
 - (1) 1 to 20: \$75.00.
 - (2) 21 to 100: \$175.00.
 - (3) 101 to 200: \$300.00.
 - (4) 201 to 300: \$600.00.
 - (5) 301 to 500: \$900.00.
 - (6) 501 and over: \$1,500.00.
- d. Standpipes: \$325.00 for each riser.
- e. Kitchen exhaust commercial hood systems and spray booths: The fee for a permit to construct or install shall be \$150.00 for the first \$2,000.00 of estimated cost and \$2.25 per \$100.00 of estimated cost thereafter, provided that the minimum fee shall be \$150.00.
- f. Dry/wet alarm valves: \$75.00 each.
- g. Aboveground or underground storage tanks. The fee for a permit to install, remove or abandon shall be:
 - (1) Residential: \$75.00 for the first \$2,000.00 of estimated cost and \$1.50 per \$100.00 of estimated cost thereafter.
 - (2) Commercial: For installation, the fee shall be \$100.00 for the first \$2,000.00 of estimated cost and \$2.25 per \$100.00 of estimated cost thereafter. For removal or abandonment, the fee shall be \$100.00 for the first \$2,000.00 of estimated cost and \$1.50 per \$100.00 of estimated cost thereafter.
- h. Gas or oil-fired appliances:
 - (1) Residential: \$50.00 for the first \$2,000.00 of estimated cost and \$1.50 per \$100.00 of estimated cost thereafter.
 - (2) Commercial: \$100.00 for the first \$2,000.00 of estimated cost and \$2.25 per \$100.00 of estimated cost thereafter.
- i. Pre-engineered system: \$220.00 each.
- j. Incinerator: \$365.00.
- k. Crematorium: \$365.00.
- l. Pre-action Valves: \$150.00 each.
- m. Flammable and combustible liquid piping: The fee for a permit to construct or install shall be \$30.00 per \$1,000.00 of estimated cost, provided that the minimum fee shall

be \$75.00.

- n. Smoke-control system: \$229.00.
- o. Wood, coal or solid fuel appliance: \$75.00 each.
- p. Water storage tank for fire protection: \$100.00 each.
- q. Underground water service for fire protection:
 - (1) 1 foot to 500 feet of pipe: \$400.00.
 - (2) Each additional 100 feet of pipe: \$100.00.
- r. Private fire hydrants: \$80.00 each.
- s. Fire alarm panel replacement: \$125.00 each.
- t. Hose cabinets and stations: \$50.00 each.
- u. Fire pumps: \$300.00 each.
- v. Rooftop solar: residential R-3/R-5 \$75.00, commercial \$150.00.
- w. Exit signs: \$75.00.
- x. Fire Extinguishers:
 - (1) 1 to 20: \$65.00.
 - (2) 21 to 50: \$75.00.
 - (3) 51 to 100: \$150.00.
 - (4) Every 10 extinguishers or portion thereafter: \$40.00.

4. Mechanical Fees shall be as follows:

The minimum fee shall be \$85.00.

Mechanical inspections within residential R-3 or R-5 structures shall be performed by a mechanical inspector. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical appliance inspected.

- a. \$140.00 for complete HVAC replacement (f.a.c. hum.)
- b. \$100.00 per zone for ductwork.
- c. Appliance or equipment is as defined within the applicable referenced code established within N.J.A.C. 5:23-3 for residential R-3 or R-5 structures and shall include but not be limited to HVAC units, air handlers, condensers, air coils, metal chimneys, gas fireplaces, gas log appliances, water heaters, expansion tanks, chimney liners, oil fired appliances, gas fired appliances, pellet stoves, free standing fireplaces, wood heaters, refrigeration lines, radiant piping, hydronic piping, baseboard heaters, ranges, exhaust hoods or systems, clothes dryers, special appliances, etc.

5. Plumbing subcode fees shall be:

- a. The minimum fee shall be \$85.00.
- b. For the purpose of computing the fees below, fixtures, devices or stacks shall include, but not be limited to, lavatories, kitchen sinks, sinks, service sinks, urinals, bathtubs, water closets, laundry tubs, showers, floor drains, drinking fountains, dishwashers, garbage disposals, clothes washers, hose bibs, and backflow preventers not equipped with test ports or other similar devices.
- c. The fee shall be \$20.00 for each plumbing fixture, piece of equipment, or appliance connected to the plumbing system, and for each appliance connected to the gas piping or oil piping system.
- d. Water heaters \$80.00.
- e. Roof drains \$50.00.

- f. The fee shall be \$120.00 per special device which shall include but not be limited to grease traps, oil separators, refrigeration units, water & sewer connections, testable backflow assemblies, steam boilers, hot water boilers, HVAC equipment, active solar systems, sewer pumps, and interceptors.
- g. Certification of backflow preventer devices that are subject to annual testing: \$75.00 per device, \$150.00 up to four devices, and \$75.00 for each additional device.

6. Elevator subcode fees shall be:

- a. The fee for a permit to install an elevator device shall be a flat fee. The fee may vary for different types of inspections, tests, and elevator devices, per N.J.A.C. 5:23-4.18(g)l.
- b. The categories of municipal elevator fees shall be identical to the categories of elevator fees listed in N.J.A.C. 5:23-12.6(a) and (b).
- c. The fee for plan review for elevator devices in structures use group R-3, R-4, or R-5, and for elevators wholly in dwelling units in structure use group, R-2 shall be \$102.00, per N.J.A.C. 5:23-4.20(C)6.
- d. **The fee for Plan Review for elevator devices in structures in use groups other than R-3, R-4 or R-5 shall be \$529.00, per N.J.A.C. 5:23-4.20(c)7.**
- e. **Acceptance test: For witnessing acceptance tests and performing inspections on new and altered elevator devices shall be as follows:**
 - (1) The basic fee for elevator devices in structures not of Group R-3, R-4 or R-5 or in exempted structures of group R-2 shall be as follows:
 - i. Traction and winding drum elevators
 - 1-10 floors \$493.00.
 - Over 10 floors \$822.00.
 - Hydraulic elevators \$438.00.
 - Roped hydraulic \$493.00.
 - Escalators, moving walks \$438.00.
 - Dumbwaiters \$110.00.
 - Stairway chairlifts, inclined and vertical wheelchair lifts with man lifts. \$110.00.

Additional charges for devices equipped with the following features shall be as follows:

- (1) Oil buffers (charge per oil buffer) \$87.00.
- (2) Counterweight governor and safeties \$219.00.
- (3) Auxiliary power generator \$165.00.
- f. The fee for witnessing acceptance tests for elevator devices in Use Group R-3 or R-4 or R-5 or otherwise exempt devices in structures of group R-2 shall be \$329.00 per N.J.A.C. 5:23-12.6(a)3.
- g. The fee for witnessing acceptance tests of, and performing inspections of, minor work shall be \$110.00.
- h. The fee for routine, six-month test and inspection of escalators shall be as follows (per N.J.A.C. 5:23-12.6(b)2. i thru vii): Escalator and moving walk \$306.00.
- i. The fees for the one-year periodic inspection and witnessing of tests of elevator devices, which shall include a six-month routine inspection, shall be:
 - (1) Traction and winding drum elevators:
 - 1-10 floors \$438.00.

- Over 10 floors \$525.00.
- (2) Hydraulic elevators \$329.00.
- (3) Roped hydraulic \$438.00.
- (4) Escalators, moving walks \$702.00.
- (5) Dumbwaiters \$174.00.
- (6) Stairway chairlifts, inclined and vertical wheelchair lifts with man lifts.
\$265.00.

j. Additional yearly periodic inspection charges for elevator devices equipped with the following features shall be as follows:

- (1) Oil buffers (per buffer) \$87.00
- (2) Counterweight governor and Safeties \$174.00.
- (3) Auxiliary power generator \$110.00.

k. The fee for the three-year or five-year inspection of elevator devices shall be as follows:

- (1) Traction and winding drum elevators:
1-10 floors, five-year inspection \$744.00.
Over 10 floors, five-year inspection \$937.00
- (2) Hydraulic elevators and roped hydraulic elevator:
Three-year inspection \$561.00.
Five-year inspection \$329.00.

l. The fee for any reinspection of an elevator device shall be billed separately from the above fees upon the issuance of a Notice of Violation necessitating a reinspection.

m. Reinspection of an elevator device \$294.00.

7. Administrative Fees shall be as follows:

- a. For construction projects where the total cost of construction is \$100,000.00 or more, the fee for a priority plan review shall be charged at a rate of \$250.00 per discipline in addition to the applicable construction permit fee. Upon written request from the applicant or authorized agent of the applicant, the construction office will commence the plan review within 10 business days of receipt of a properly completed construction permit application that has received the required zoning approval. The per discipline fee shall not be applicable if the construction office is not able to commence the plan review within 10 business days. This section shall not apply to prototype plan review projects.
- b. Off-hour inspections will be performed at a rate of \$125.00 per hour per inspector. A request for off-hour inspections must be made in writing stating the number of hours anticipated to be needed and submitted a minimum of 5 business days before the planned off-hour inspection is needed. The Township shall add an additional 2 hours due to inspector administrative-related work. Full payment is required before the off-hour inspection date.
- c. Expedited inspections may be requested at a rate of \$125.00 per discipline for each discipline requested. Inspections will be performed within 24 hours of full payment and all requests must be in writing stating the specific inspection(s) desired.
- d. A fee of \$0.25 per page shall be charged for copying of submitted application paperwork where the applicant has only submitted one of instead of the minimum two required documents. This shall only apply to items able to be copied in normal 8.5 X 11, 8.5 X 14 or 11 X 17-inch format. The applicant shall provide written

authorization for the production of the copies. Payment is required at the time of the request.

- e. For amendments or revisions to plans, the fee shall be as follows per discipline:
 - (1) Residential R-5: \$40.00 per hour.
 - (2) All other uses: \$200.00 per hour.
- f. The fee for a change of contractor shall be \$50.00 for each discipline for which a contractor is modified
- g. The fee for annual permits filed in accordance with the provisions of N.J.A.C. 5:23-2 shall be:
 - (1) 1 to 25 workers: \$850.00 per worker.
 - (2) Each worker over 25: \$300.00.
- h. Where a permit application submitted results in a conflict of interest, as defined within N.J.A.C. 5:23-4.5, the construction office for which the location of the property has jurisdiction shall establish a procedure for which the application is processed in full by another qualified construction office. The cost of this application shall be at the same rate as that of the office holding location jurisdiction plus an administrative fee as agreed upon between the two construction offices, payable to the construction office conducting the permit processing and inspections. All conflict applications shall have all permit documentation submitted to the jurisdiction for which the property is located.
- i. All monies collected from penalties and fines are to be kept by the construction department for general operation expenses, training, travel, unexpected expenses, etc.

8. Certificates required.

- a. Certificates of occupancy ("CO"). Fees for certificates of occupancy shall be required for all new buildings.
Residential.
 - (1) Residential R-5: \$75.00.
 - (2) Addition, R-5: \$50.00.
 - (3) Garage (detached): \$50.00.
 - (4) Residential units: \$50.00.
 - (5) All other uses: \$200.00.
 - (6) Each tenant: \$150.00.
- b. Temporary certificates of occupancy ("TCO").
- c. The fee for each TCO shall be \$30.00. If the CO fee is paid when a permit was issued, the first TCO shall be issued at no additional charge. The fee for each subsequent TCO shall be \$30.00.
- d. Certificate of continued occupancy.
 - (1) Residential R-5: \$100.00. If associated with work performed without a permit, the minimum subcode fee of \$85.00 shall apply, per section 13-1.3.1A.a.
 - (2) All other uses: \$500.00.
 - (3) Change of use: \$200.00.

Section 2. SEVERABILITY

If any section, subsection, 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 3. REPEAL

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

Section 4. EFFECTIVE DATE

This ordinance shall take effect after the publication of the final adoption, as provided by law.

The proposed Ordinance was prepared by the Construction Official to update the fees the Township collects for certain inspections. Mayor and Council reviewed the Ordinance and requested the Township Attorney review the Ordinance prior to any action.

It was MOVED by Russell, SECONDED by Katawick to approve Ordinance 2024-03 on introduction, authorize publication as required by law, and set public hearing for April 30, 2024.

ROLL CALL: Ayes – Daniels, Katawick, Lippman, Russell, Whittington, Zoller, Mironov

Nays – None

There being seven (7) ayes and no (0) nays, Ordinance 2024-03 was approved on introduction, publication authorized as required by law, and public hearing set for April 30, 2024.

4. Anker Park: Surface for New Play Equipment

Mayor and Council reviewed information on this subject from the Public Works Director. Mayor Mironov asked why there was no vendor quotes included and if they are all operating under a state contract. She also asked for clarification as to why the pricing is so different amongst the vendors, and if any other towns have used this type of play surface that can be referenced as an example. Ms. Daniels asked for an explanation as to why the cement is curving. Mr. Zoller asked for clarification on what was bought. Mayor Mironov stated Public Works should provide an explanation of the entire process, a diagram, and a clarification on the project timeline.

5. Interfund Transfer List and Plan/Fund Balance

Matter to be placed on the April 9, 2024, agenda. Mayor Mironov and Council are waiting for additional information and Finance Director Frueh will be providing the information needed.

MATTERS BY PUBLIC:

No one from the public spoke.

ADJOURNMENT:

Council Meeting Minutes

March 26, 2024

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Closed Session: (Collective Bargaining - Police Benevolent Association local#191)

Next Meeting: April 9, 2024

Allison Quigley
Municipal Clerk

Janice S. Mironov
Mayor