

EAST WINDSOR TOWNSHIP COUNCIL

Tuesday, September 9, 2025

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, September 9, 2025, at the East Windsor Municipal Building.

VERIFICATION:

Municipal Clerk Allison Quigley certified that the meeting was noticed on January 30, 2025 in the Annual Meeting Notice. On September 5, 2025, 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 Gary Golod.

ROLL CALL:

Present were Council Members Anthony Katawick, Joseph Miczak, David Russell, Johnnie Whittington, John Zoller and Mayor Janice S. Mironov. Council Member Marc Lippman was absent. Also present were Township Manager Joy Tozzi, Township Attorney David Orron and Municipal Clerk Allison Quigley.

PRESENTATIONS & PROCLAMATIONS

There were no Presentations and Proclamations.

INTERVIEWS FOR BOARDS AND COMMISSIONS:

Noah Livne was interviewed and expressed interested in Environmental Commission or Clean Communities Committee.

PUBLIC FORUM:

No one spoke during the public forum.

MINUTES:

March 26, 2024 Minutes

Mayor Mironov indicated she had a few small corrections on various pages for the March 26, 2024 minutes and requested they be approved subject to those corrections. Mr. Katawick asked that a typographical error on page three under the roll call be corrected.

It was MOVED by Katawick, SECONDED by Russell to approve the March 26, 2024 minutes with revisions.

ROLL CALL: Ayes – Katawick, Russell, Whittington, Zoller, Mironov
Nays – None
Abstain - Miczak

There being five (5) ayes, no (0) nays, and one (1) abstention, the March 26, 2024 minutes were approved with revisions.

April 22, 2025 Minutes

Mayor Mironov indicated she had a few small corrections on various pages for the April 22, 2025 minutes and requested they be approved subject to those corrections.

It was MOVED by Zoller, SECONDED by Whittington to approve the April 22, 2025 minutes with revisions.

ROLL CALL: Ayes – Katawick, Russell, Whittington, Zoller, Mironov
Nays – None
Abstain - Miczak

There being five (5) ayes, no (0) nays, and one (1) abstention, the April 22, 2025 minutes were approved with revisions.

June 10, 2025 Minutes

The minutes were held pending revisions.

June 24, 2025 Minutes

The minutes were held pending revisions.

July 8, 2025 Minutes

It was MOVED by Zoller, SECONDED by Katawick to approve the July 8, 2025 minutes.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, the July 8, 2025 minutes were approved.

August 12, 2025 Minutes

Mayor Mironov indicated she had a few small corrections on various pages for the August 12, 2025 minutes and requested they be approved subject to those corrections. Mr. Zoller and Mr. Russell indicated they also had minor changes they shared with the Clerk.

It was MOVED by Zoller, SECONDED by Whittington to approve the August 12, 2025 minutes with revisions.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, the August 12, 2025 minutes were approved with revisions.

ORDINANCE – PUBLIC HEARING:

There were no Ordinances for Public Hearing

ORDINANCE – INTRODUCTION:

Ordinance No. 2025-07 An Ordinance of the Township of East Windsor, New Jersey, to Establish Salaries and Wages for Non-Union Employees for Fiscal Years 2024, 2025, 2026 and 2027

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

Mayor Mironov requested some minor typographical errors be corrected in the Ordinance.

It was MOVED by Russell, SECONDED by Katawick to approve Ordinance 2025-07 on introduction, authorize publication as required by law and set public hearing for September 30, 2025.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Ordinance 2025-07 was approved on introduction, publication authorized as required by law, and public hearing set for September 30, 2025.

RESOLUTIONS:

Resolution R2025-154 Approval of Professional Services Agreement for Medical Director with Stephen Vetrano, DO

**RESOLUTION R2025-154
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, as per N.J.S.A. 8:52-4.1, the Township is in need of a Medical Director to oversee the Township's Health Department COVID-19 clinics; and

WHEREAS, pursuant to N.J.A.C. 8:52-4.1, the Township is in need of a Medical Director to oversee the Township Health Department childhood vaccination program; and

WHEREAS, Stephen J. Vetrano as a qualified physician for nearly 25 years and is Board Certified in Emergency Medicine working for numerous municipalities as Medical Director including East Windsor Rescue Squad District I and St. Francis Medical Center; and

WHEREAS, Dr. Vetrano is willing to provide Medical Director services to oversee the Township's Health Department childhood vaccination program and COVID-19 clinics for \$500 per year each, bringing the total contract amount to \$1,000 per year; 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, the maximum amount of the contract is \$1,000 and funds are available in the Grant Account No. G-02-40-950-979-299 as evidenced by the Chief Financial Officer's Certification No. B2025-07.

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. Stephen J. Vetrano is hereby appointed as the Medical Director for the Township of East Windsor.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement with Stephen J. Vetrano, DO of Physicians Practice Enhancement LLC Emergency Medicine, 601 Hamilton Avenue, Trenton, NJ 08629, in an amount not to exceed \$1000, for the term of October 1, 2025 through September 30, 2026.
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 service performed by persons authorized by law to practice a recognized profession that is required by law.
4. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

It was MOVED by Miczak, SECONDED by Whittington to approve Resolution R2025-154.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Resolution R2025-154 was approved.

Resolution R2025-155 Approval of Purchase of Portable Radios from WEJConsulting, LLC for Fire Prevention Bureau and Construction Department

RESOLUTION R2025-155
EAST WINDSOR TOWNSHIP
MERCER COUNTY

WHEREAS, there is a need to purchase four portable radios for the Fire Prevention Bureau and the Construction Department; and

WHEREAS, three written quotes were solicited and obtained for this purchase, and the lowest cost proposal was submitted by WEJConsulting, LLC; and

WHEREAS, the Township Council has reviewed the Township Director of Inspection's recommendation on this purchase; and

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

WHEREAS, the maximum amount of the purchase is \$17,499 and funds are available in Trust Account T-13-56-857-812, entitled "Uniform Fire Safety Act 212 Penalty," in the amount of \$13,875 and in Trust Account T-13-56-857-813, entitled "Uniform Fire Safety Act 212A Penalty," in the amount of \$3,624, as evidenced by the Chief Financial Officer's Certification No. T2025-004.

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 WEJConsulting, LLC, 675 Columbus Circle, Perth Amboy, NJ 08861, for the purchase of four Motorola APX 8000HXXE Portable Radios in the amount of \$4,374.75 each, for a total amount not to exceed \$17,499, as per the attached quote.

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

Mayor Mironov asked Ms. Tozzi if three quotes were received for this purchase and Ms. Tozzi confirmed there were three quotes received. Mayor Mironov asked for a listing of accounts and their status the Council might not be aware of. She also asked the Resolution's last paragraph be corrected for several typographical errors.

It was MOVED by Katawick, SECONDED by Russell to approve Resolution R2025-155 with revisions.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Resolution R2025-155 was approved with revisions.

Resolution R2025-156 Approval of Repair of Sliding Glass Doors by Assa Abloy
Entrance Systems US Inc. for Municipal Building

**RESOLUTION R2025-156
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, there is a need to repair the sliding glass doors at the Municipal Building and

WHEREAS, a written proposal for the repair was submitted by Assa Abloy Entrance Systems US, Inc.; and

WHEREAS, the Township Council has reviewed the Director of Public Works' recommendation on this purchase; and

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

WHEREAS, the maximum amount of the purchase is \$4,825.90 and funds are available in Capital Account C-04-55-980-927-400, entitled "General Building Repairs," as evidenced by the Chief Financial Officer's Certification No. C2025-024.

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 Assa Abloy Entrance Systems US, Inc., 2522 Pearl Buck Road, Bristol, PA 19007, for the repair of the sliding glass doors at the Municipal Building, for a total amount not to exceed \$4,825.90p, as per the attached quote.

Mayor Mironov stated the memo from Public Works on this subject was missing information, and would suggest only acting on this Resolution conditionally based upon receiving the following information: how was this vendor chosen; is this a reasonable cost; what occurred that caused the need for a repair?

It was MOVED by Whittington, SECONDED by Katawick to approve Resolution R2025-156 with conditions.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Resolution R2025-156 was approved with conditions.

Resolution R2025-157 Approval of Repair of Engine 42 Fire Truck by Blaze Emergency Equipment Company for East Windsor Volunteer Fire Company No. 1

It was MOVED by Miczak, SECONDED by Whittington to approve Resolution R2025-157.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Resolution R2025-157 was approved.

Resolution R2025-158 Approval of Assignment of Developer’s Agreement to Bank of America for 417 Route 130 (Block 56, Lot 25)

**RESOLUTION R2025-158
EAST WINDSOR TOWNSHIP
MERCER COUNTY**

WHEREAS, by Resolution R2023-161, adopted on October 17, 2023, the Township Council authorized the execution of a Developer’s Agreement between the Township and East Windsor Construction LLC, the owner of property located at 417 Route 130, East Windsor, New Jersey, designated on the official tax map of the Township as Block 56, Lot 25 (“the Property”); and

WHEREAS, East Windsor Construction, LLC has contracted to sell the Property to 417 Route 130 Owner, LLC and wishes to assign the Developer’s Agreement to the buyer; and

WHEREAS, under the terms of paragraph 25 of the Developer’s Agreement, the assignment requires the written consent of the Township.

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 Township hereby consents to the assignment of the Developer’s Agreement for the Property at 417 Route 130 (Block 56, Lot 25) from East Windsor Construction, LLC, with offices at 22 Lake Shore Drive, Sparta, NJ 07871, to 417 Route 130 Owner, LLC, with offices at 349 East 149th Street, Bronx, NY 10451.
2. The Mayor and Municipal Clerk are authorized and directed to execute the attached Assignment of Developer’s Agreement.

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

Mayor Mironov asked the Resolution be corrected to include the property address throughout the Resolution, and the blanks in the attachment be filled in.

It was MOVED by Zoller, SECONDED by Katawick to approve Resolution R2025-158 with revisions.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Resolution R2025-158 was approved with revisions.

Resolution R2025-159 Approval of Award of Contract for Disposal of Leaves with Mendies Farm, LLC

The Resolution was held. Mayor Mironov indicated the memo from Public Works on this subject did not include any information on the quantity, so the quantities and contract amount in the Resolution had no basis. She also asked to know what the Township budgeted for this.

APPLICATIONS:

There were no applications.

REPORTS BY COUNCIL AND STAFF

Mr. Zoller reported the Planning Board met on August 25 and approved Kimco's application for a Sprouts Market in the former Kohl's in the Target shopping center. He also reported he attended a meeting of the Mercer County Electric Vehicle Readiness Committee, where they reviewed proposed objectives and introductory information.

Mr. Miczak reported the Health Advisory Board met on August 21 and discussed the community garden and 2025 meeting dates. Mayor Mironov asked to see goals and projects the Health Advisory Board is working on.

Mr. Whittington reported the Recreation Commission has received great feedback on the summer camp programs this year and Family Night in the Park and the summer concert series was well received. He announced Acoustic Night sign ups start September 18.

CORRESPONDENCE:

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

APPOINTMENTS:

There were no appointments.

APPROVAL OF BILLS:

Mayor Mironov stated a 2024 Current Bill list, 2025 Current Bill list, a Capital Bill List and other miscellaneous bill lists, and trust accounts were provided.

Mayor Mironov raised the annual invoice for dues for the New Jersey Conference of Mayors, and asked that always be taken care of as soon as the invoice is received each year.

Mr. Zoller questioned the amount of the electric bill for the Rescue II building and asked the Manager's Office to look into the matter. He also asked why playground equipment

is listed on the capital bills list if being paid through the grant. Mr. Frueh stated the grant funds were incorporated as part of a capital Ordinance.

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

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, the various Bills lists were approved with the requested clarifications.

MATTERS BY COUNCIL:

Mayor Mironov asked for an update from the Township Attorney regarding the opioid settlement funds, including what funds have been received and is there anything else the Township needs to do. She announced the September 11th Remembrance Ceremony would be taking place on September 11 at 5 PM at the Municipal Building and there is one more upcoming child safety seat inspection event. She also stated the Township received information from Younity, formerly Womanspace, regarding the new date for the annual Communities of Light event and asked Council Members to let her know their thoughts on participating.

Mayor Mironov reported the receipt of the following correspondence: a memo from Public Works regarding the heavy duty pickup truck purchase; a memo from Public Works regarding Hickory Corner Road sidewalk repairs; a memo from the Assistant Township Manager regarding the status of the New Jersey Transit grants; a letter from Hightstown regarding the release of escrow funds for the Stockton Street sidewalk and curbing project; a letter from RISE saying thank you for support, and a flyer from RISE for the opening of their new food pantry/

DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:

1. Health Insurance Options Review

Mayor and Council reviewed information on this subject from the Township Manager.

Resolution R2025-160

Approval of Contract with Brown & Brown Metro, LLC
for Health Insurance Broker Services

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

Mayor Mironov asked the Resolution be corrected to include the property address throughout the Resolution, and the blanks in the attachment be filled in and contract award category basis.

It was MOVED by Russell, SECONDED by Whittington to approve Resolution R2025-158 with revisions.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Zoller, Mironov
Nays – None

There being six (6) ayes, and no (0) nays, Resolution R2025-158 was approved with revisions.

2. Retail Cannabis License (Class 5) Process

Resolution R2025-161 Approving Request for Proposals for Class 5 Retail
Cannabis Businesses Local License

RESOLUTION R2025-161
EAST WINDSOR TOWNSHIP
MERCER COUNTY
RESOLUTION AUTHORIZING THE ISSUANCE OF A REQUEST
FOR PROPOSALS FOR THE ISSUANCE OF ONE
CLASS 5 RETAIL CANNABIS LICENSE

WHEREAS, Section 5-25 of the Revised General Ordinances of the Township of East Windsor authorizes the issuance of one local license for a Class 5 retail cannabis business located within the HC and HC-2 Zones, along US Route 130, between Conover Road and Route 133, where the property has frontage on US Route 130; and

WHEREAS, a Request for Proposals for the issuance of one Class 5 retail cannabis license has been prepared in the form attached;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of East Windsor as follows:

1. The attached Request for Proposals for the issuance of one Class 5 retail cannabis license is hereby approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to issue the attached Request for Proposals for the issuance of one Class 5 retail cannabis license in accordance with its terms.
3. Proposals shall be submitted by 12 noon, prevailing time, on Thursday, October 23, 2025, to be considered as provided in the attached Request for Proposals.

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

Mayor Mironov asked Mr. Orron if he was comfortable with the proposed market fee, and he indicated he was. Mayor and Council discussed the proposed return date for the Request for Proposals, and decided that a return date of October 23 at noon was appropriate, and requested the Resolution be revised to reflect the return date chosen. Mayor and Council also discussed the percentages in the evaluation rubric. Mr. Russell indicated the percentages aligned with previous discussions on what aspects of the proposals were important to Council, and Mr. Katawick and Mr. Whittington expressed their agreement.

It was MOVED by Russell, SECONDED by Whittington to approve Resolution R2025-161 with revisions.

ROLL CALL: Ayes – Katawick, Miczak, Russell, Whittington, Mironov
Nays – None
Abstain - Zoller

There being five (5) ayes, no (0) nays, and one (1) abstention, Resolution R2025-161 was approved with revisions.

Ordinance No. 2025-11

An Ordinance of the Township of East Windsor, New Jersey, Amending and Supplementing Various Sections of “The Revised General Ordinances of the Township of East Windsor,” Relating to Cannabis Licensing

The Ordinance was carried until the next meeting.

3. Vacant and Abandoned Properties Registry List Updates

Mayor Mironov requested staff draft a letter to be sent to any properties that have not responded to the first round of letters, and added the list should be maintained with any new properties the Township receives notification of.

4. Bond Anticipation Notes (BAN) Sale Status

The Finance Director indicated he would provide a full report to Mayor and Council prior to the next meeting.

MATTERS BY PUBLIC:

No one from the public spoke.

ADJOURNMENT:

Next Meeting: September 30, 2025

Allison Quigley
Municipal Clerk

Janice S. Mironov
Mayor