

**MEETING TO BE
LIVE STREAMED AT
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VIA Zoom Video Communications***

**AGENDA FOR A BUSINESS SESSION MEETING
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP
WEST WINDSOR MUNICIPAL BUILDING
271 CLARKSVILLE ROAD
TO THE EXTENT KNOWN**

September 12, 2023

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 13, 2023 to The Times and the Princeton Packet and posted on the Township web-site. All Council meetings are open to the public with access via Zoom for those who wish to attend virtually. Please see Township web-site for further details.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration
 - Raksha Bandhan - Celebrating a Bond of Protection
 - National Drive Electric Week - September 22 thru October 1, 2023
6. Public Comment: (30 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments

10. Public Hearings

- 2023-11 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 66
"CONTRACTORS REGISTRATION OF, SECTION 66-1
REGISTRATION REQUIREMENTS OF THE REVISED GENERAL
ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR
- 2023-12 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 168
"TRAFFIC AND PARKING" SCHEDULE 168-166 SCHEDULE
XI: SPEED LIMITS OF THE REVISED GENERAL
ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR -
Rabbit Hill Road

11. Consent Agenda

A. Resolutions

- 2023-R170 Authorizing the Refund for Development
Plan Review for Infill Development, LLC
PB 23-01
- 2023-R171 Authorizing the Refund of a Zoning
Permit to Arionda LLC

B. Minutes

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

- 2023-R172 Authorizing the Business Administrator to
Purchase One 2023 Ford E-Transit Cargo Van from
National Auto Fleet Group Through the Sourcewell
Contract 091521-NAF - \$55,270.00
- 2023-R173 Authorizing the Business Administrator to
Purchase Technology Equipment from SHI
International Corporation for the Police
Department through the New Jersey
Cooperative Purchasing Alliance SK04 - \$3,186.14

- 2023-R174 Authorizing the Chief Financial Officer to Increase the Professional Services Agreement with Geotrek Environmental and Surveying, LLC for Miscellaneous Engineering Services by \$18,615.00 for a Total Not to Exceed of \$22,415.00
- 2023-R175 Authorizing the Full Release of Performance Guarantees for Private On-Site Improvements and On Tract Public Improvements for the Project Known as Artis Senior Living (ZB13-08SP)
- 2023-R176 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with GeoTrek Environmental and Surveying, LLC for Land Surveying Services - \$62,337.00
- 2023-R177 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Van Cleef Engineering Associations for Construction Administration and Observation for the Project Known as Bear Brook Road Reconstruction - \$27,356.00
- 2023-R178 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Van Cleef Engineering Associates for Construction Administration and Observation Services for the Project Known as Rabbit Hill Road Reconstruction - \$27,356.00
- 2023-R179 Authorizing the Mayor and Clerk to Execute the Second Extension for Closing, Opening, Painting and Seasonal Maintenance of the West Windsor Aquatic Complex to Aquatic Service, Inc. - \$55,565.43

14. Introduction of Ordinances

- 2023-13 AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR THE TOWNSHIP OF WEST WINDSOR AND PROVIDE FOR THE ADMINISTRATION THEREOF - Police Superior Officers and Patrol and Sergeants

PUBLIC HEARING: September 26, 2023

2023-14 AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN
FOR THE TOWNSHIP OF WEST WINDSOR AND
PROVIDE FOR THE ADMINISTRATION THEREOF -
Supervisory, Unclassified, and Other Positions

PUBLIC HEARING: September 26, 2023

15. Additional Public Comment (15 minutes comment period;
three-minute limit per person)
16. Council Reports/Discussion/New Business
17. Administration Updates
18. Closed Session
19. Adjournment

****The Township Council will continue to use Zoom for public interaction at Council Meetings in 2023. This is for the convenience of the public and is not a legal requirement under the Open Public Meetings Act at this time. If technical difficulties occur during a meeting the Township Clerk (or designee) will make the decision as to whether the meeting will continue on Zoom. If it is decided that Zoom must be discontinued this will not affect the Council meeting from continuing under the Open Public Meetings Act because the use of Zoom is for the convenience of the public and not a legal requirement. All Council Meetings will continue to be live streamed on YouTube. The use of YouTube is not a legal requirement under the Open Public Meetings Act and will not constitute the need to stop the Township Council meeting if technical difficulties occur. Per Resolution 2023-03***

REQUEST FOR COUNCIL ACTION

Date of Request: August 28, 2023

Initiated By: Francis A. Guzik Division/Department: Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of an Ordinance to modify the contractor’s registration requirements to provide for an exemption for contractors working on projects awarded by public entities in accordance with the NJ Local Public Contracts Law. Additionally, per the NJ Consumer Fraud Act, as of December 31, 2005 all NJ “Home Improvement Contractors” have had to be registered with the State and, per N.J.S.A 56:8-147, the Act supersedes the local requirement for registration, so those contractors are provided an exemption.

SOURCE OF FUNDING: N/A


CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Engineering Memo

COMPLETE AND READY FOR ADMINISTRATOR’S REVIEW

	8/28/2023
_____ Department/Division Head	_____ Date

APPROVED FOR AGENDA OF: August 28, 2023

By: _____
Marlena Schmid, Business Administrator

MEETING DATE: 8/28 Ordinance # 2023-11 Resolution # _____

Council Action Taken:

AN ORDINANCE TO AMEND AND SUPPLEMENT
CHAPTER 66, "CONTRACTORS, REGISTRATION OF," "SECTION 66-1
REGISTRATION REQUIREMENTS" OF THE
REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR

WHEREAS, pursuant to *N.J.S.A. 40A:11-1*, the New Jersey Local Public Contracts Law, the Township of West Windsor, and other certain public entities, are required to assess and vet the qualifications and experience of contractors bidding on work, which work frequently involves the need for a building permit from the Township; and

WHEREAS, the Township has in place a registration requirement for contractors seeking a building permit to register with the Division of Code Enforcement, as is outlined in Chapter 66 of the Township Code; and

WHEREAS, this contractor registration process duplicates much of the effort and expense contractors have already put forth in the process of being awarded work under the New Jersey Local Public Contracts Law; and

WHEREAS, to the extent practical, the Township wishes to recognize this prior effort on the part of the public entities and remove this redundant effort in the registration of these contractors as part of the building permit application process.

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

Section 1: Part II, General Legislation, Chapter 66, "Contractors, Registration of," shall be amended as follows:

§ 66-1 Registration requirements.

A. Except for the following entities, **[required to register pursuant to the New Home Warranty and Builders' Registration Act,]** every person and entity engaged in the business of constructing, erecting, altering, renovating, repairing, restoring, re-roofing, re-siding, moving or demolishing the whole or any part of buildings or structures; or providing carpentry, masonry, HVAC or other work typically provided by subcontractors **[(other than plumbers and electricians)]** therefor; or engaged in the construction or installation of swimming pools; or engaged in the business of erecting or altering signs, for any of which a [building] construction permit is required, shall be required to register the name of such person or firm or corporation with the Division of Code Enforcement[.]:

- (1) Builders registered pursuant to the New Home Warranty and Builders' Registration Act, N.J.S.A 46:3B-1 et seq.
- (2) New Jersey Home Improvement Contractors registered in accordance with the Contractors' Registration Act, N.J.S.A 56:8-136 et seq.
- (3) New Jersey Electricians and Plumbers licensed in accordance with N.J.A.C. 13:31 et seq. and N.J.S.A. 13-32 et seq., respectively
- (4) Entities performing work for a public agency where said work has been awarded in accordance with the New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq.

(5) Entities performing work for a public school where said work has been awarded in accordance with the New Jersey Local Public School Contracts Law N.J.S.A. 18A:18A-1 et seq.

(6) Entities performing work for a county college where said work has been awarded in accordance with the New Jersey County College Contracts Law N.J.S.A. 18A:64A-25.1 et seq.

B. The owner or occupant of a building or structure applying for a [**building**] construction permit required herein shall not be required to register, provided that the owner or occupant does his or her own work without use of any contractor or subcontractor and executes a sworn statement to this effect on forms supplied by the Construction Official.

C. A construction contractor, corporation or partnership needs to register only once, so long as the work is performed solely by that entity. Work performed for the contractor, corporation or partnership by a subcontractor requires registration of each subcontractor for each relevant class listed in § 66-5. Hereinafter in this chapter, all references to "contractor" shall also refer to "subcontractor."

Section 2: If any part of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of the ordinance. All ordinances or parts of ordinances inconsistent with this ordinance shall be repealed as to their inconsistencies only.

Section 3: This ordinance shall take effect as follows: 1) after action or inaction by the Mayor as provided by law or an override of a Mayoral Veto by the Council, whichever is applicable; 2) after publication in accordance with the law.

Introduction:

Public Hearing:

Adoption:

Mayor's Approval:

Effective Date:

Explanation – Matter enclosed in bold-faced brackets [**thus**] in the above ordinance is not enacted and is intended to be omitted in the ordinance. Matter underlined thus is new matter.

REQUEST FOR COUNCIL ACTION

Date of Request: August 8, 2023

Initiated By: Francis A. Guzik Division/Department: Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of an Ordinance to implement two speed limit zones along Rabbit Hill Road, located between Princeton-Hightstown Road (CR # 571) and Cranbury Road (CR #615) in the interest of public safety and the expedition of traffic.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Engineering Recommendation Memo
Engineering Certification Map
Arora and Associates Traffic Engineering Study

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 8/08/23
Department/Division Head Date

APPROVED FOR AGENDA OF: August 28, 2023

By: Marlena Schmid 08/22/2023
Marlena Schmid, Business Administrator

MEETING DATE: 8/28 Ordinance # 2023-12 Resolution # _____

Council Action Taken:

AN ORDINANCE TO AMEND AND SUPPLEMENT
CHAPTER 168, "TRAFFIC AND PARKING,"
"SCHEDULE 168-166 XI: SPEED LIMITS" OF THE
REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR – Rabbit Hill Road

WHEREAS, the Township Engineer, upon request, has evaluated Rabbit Hill Road between Princeton-Hightstown Road (CR 571) and Cranbury Road (CR 615) for speed limits; and

WHEREAS, pursuant to *N.J.S.A. 39:4-8*, the Township Engineer has provided a certification stating that establishment of speed limits are appropriate along this roadway after an investigation has been undertaken by said Office, in conjunction with the traffic engineering consulting firm of Arora and Associates, P.C. and the West Windsor Township Police Department, Traffic Safety Division, and it appears to the Township Engineer that it is in the interest of public safety and the expedition of traffic to implement on Rabbit Hill Road two separate speed limit zones; and

WHEREAS, the Township of West Windsor desires to implement two speed limit zones along Rabbit Hill Road, between Princeton-Hightstown Road and Cranbury Road, which is entirely within the Township of West Windsor.

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

Section 1: Part II, General Legislation, Chapter 168, "Traffic and Parking," Article II, Traffic Regulations, shall be amended as follows:

§ 168-166 Schedule XI: Speed Limits.

Name of Street	Direction	Speed (mph)	Location
<u>Rabbit Hill Road</u>	<u>Both</u>	<u>35</u>	<u>Zone 1 between Princeton-Hightstown Road and the north end of the County bridge over Big Bear Brook</u>
<u>Rabbit Hill Road</u>	<u>Both</u>	<u>40</u>	<u>Zone 2 between the north end of the County bridge over Big Bear Brook and Cranbury Road</u>

Section 2: If any part of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of the ordinance. All ordinances or parts of ordinances inconsistent with this ordinance shall be repealed as to their inconsistencies only.

Section 3: This ordinance shall take effect as follows: 1) after action or inaction by the Mayor as provided by law or an override of a Mayoral Veto by the Council, whichever is applicable; 2) after publication in accordance with the law.

Introduction:

Public Hearing:

Adoption:

Mayor's Approval:

DOT Approval: Not Necessary

Effective Date:

Explanation – Matter enclosed in bold-faced brackets [**thus**] in the above ordinance is not enacted and is intended to be omitted in the ordinance. Matter underlined thus is new matter.

REQUEST FOR COUNCIL ACTION

Date of Request: September 12, 2023

Initiated By: Sam Surtees Division/Department: Community Development

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution authorizing refund for development plan review project per memo from Sam Surtees, Manager of Division of Land Use.

SOURCE OF FUNDING: Trust Fund

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Plan review escrow account statements.

S:\AGENDA\INBOX (file name) escrowrelease09122023

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature] 8/23/23 Sam Surtees 8/25/23
Department/Division Head Date

APPROVED FOR AGENDA OF:

By: Marlena Schmid 09/10/2023
Marlena Schmid, Business Administrator

**** PLEASE NOTE ** DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-R170

Council Action Taken:

RESOLUTION

WHEREAS, the following applicant filed an application with West Windsor Township Planning/Zoning Board; and

WHEREAS, in conjunction with such application the following applicant deposited with the Township of West Windsor escrow deposits pursuant to Section 82-3D(1)of the Revised General Ordinances of the Township of West Windsor; and

WHEREAS, professional services undertaken on behalf of the Township in conjunction with said application have been withdrawn and the costs thereof have been listed below; and

WHEREAS, this remains a partial balance in the applicant’s escrow account, which applicant is entitled to be refunded.

Date of Deposit	Project No.	Project Name	Total Escrow	Total Disb.	Balance of Escrow
03-Jan-2023	PB 23-01	Infill Development LLC.	\$2,500.00	(\$0.00)	\$2,500.00
			\$2,500.00	(\$0.00)	\$2,500.00

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Treasurer is hereby authorized and directed to refund to the applicant the portion of the escrow deposits which the applicant is entitled to be refunded as set forth above.

Adopted: September 12, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September, 2023.

 Gay M. Huber
 Township Clerk
 West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 30, 2023

Initiated By: Samuel J. Surtees Division/Department: Comm. Dev./Land Use

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Request Township Council authorization for refund of a \$35.00 payment for a Zoning Permit that was unnecessary after further review.

SOURCE OF FUNDING: NA

CONTRACT AMOUNT: NA

CONTRACT LENGTH: NA

OTHER SUPPORTING INFORMATION ATTACHED:

Verizon – Resolution

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

Date

APPROVED FOR AGENDA OF: September 12, 2023

By: Marlena Q. Schmid 09/12/2023
Marlena Schmid, Business Administrator

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-171

Council Action Taken:

RESOLUTION

WHEREAS, the Manager of the Division of Land Use, Samuel J. Surtees, has verified that the following applicant has applied for, and submitted payment for, a Zoning Permit which was withdrawn; and

WHEREAS, the Manager of the Division of Land Use is requesting that this payment be refunded.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the following refund be made:

<u>Applicant</u>	<u>Refund</u>
Arionda LLC 209 N. Haddon Ave Haddonfield, NJ 08033	\$35.00

ADOPTED: September 12, 2023

I hereby certify this is a true copy of a resolution adopted by the West Windsor Township Council at their meeting held on the 12th day of September, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 24, 2023

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a Resolution authorizing the Township of West Windsor to enter into a contract with National Auto Fleet Group to purchase a new 2023 Fully Electric Ford E-Transit Cargo Van through the Sourcewell Cooperative Purchasing Contract No. 091521-NAF. The use of the Sourcewell contract is pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and is authorized by the State of New Jersey Purchase Bureau.

This acquisition will be utilized by the Division of Buildings and Grounds and replace an existing 1997 Ford Econoline Van which has reached the end of its useful life. The Township Facilities Maintenance Manager is recommending a contract be awarded to National Auto Fleet Group of Watsonville, CA.

SOURCE OF FUNDING:

<u>Van Replacement</u>	<u>405-2021-14-001</u>	<u>\$25,00.00</u>
<u>Van Replacement</u>	<u>405-2023-09-001</u>	<u>\$28,500.00</u>
<u>Vehicle Repairs</u>	<u>105-53-278</u>	<u>\$1,770.00</u>

CONTRACT AMOUNT: \$55,270.00

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

- | | |
|---|---|
| Resolution | Certification of Funds |
| Facilities Maintenance Manager Memorandum | National Auto Fleet Group Pricing Sheet |

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Brian Aronson 8-24-2023
 Department/Division Head Date

APPROVED FOR AGENDA OF: SEPTEMBER 12, 2023

By: Marlena A. Schmid 09/06/2023
Marlena Schmid, Business Administrator

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-R172

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor wishes to purchase one (1) model year 2023 Fully Electric Ford E-Transit Cargo Van to replace one (1) antiquated 1997 Ford Econoline Van for utilization by the Division of Buildings and Grounds; and

WHEREAS, the Township of West Windsor, is a member of the National Cooperative Purchasing Alliance and is permitted access to the National Cooperative Purchasing Agreement under the authority of N.J.S.A. 52:34-6.2(b)(3); and

WHEREAS, National Auto Fleet Group, 490 Auto Center Drive, Watsonville, CA 95076 is the Authorized Vendor for such equipment under Sourcewell Contract No. 091521-NAF and has provided a proposal dated August 23, 2023 indicating they will provide said 2023 Fully Electric Ford E-Transit Cargo Van; and

2023	Ford E-Transit Cargo Van	\$49,995.00
544	Long Arm Manual Folding Heated Power Mirrors	\$205.00
17A	Fixed rear Cargo Door Glass	\$235.00
68H	Running Boards	\$290.00
942	Daytime Running Lights	\$45.00
86F	2 Additional Keys	\$70.00
15F	Full Rear Compartment Lighting	\$70.00
16E	Front and Rear Vinyl Floor Covering	\$230.00
43R	Reverse Sensing System	\$275.00
	Manufacturer Destination Charge	\$1,895.00
	Sourcewell, Contract #091521-NAF Discount – 1.87582%	(-\$1,000.00)
	Transportation Delivery Charge	<u>\$2,960.00</u>
		\$55,270.00

WHEREAS, the total cost of said vehicle including factory options is \$55,270.00 and the Chief Financial Officer has certified funding is available for said vehicle in the following accounts:

Van Replacement	405-2021-14-001	\$25,000.00
Van Replacement	405-2023-09-001	\$28,500.00
Vehicle Repairs	105-53-278	\$1,770.00

NOW, THEREFORE, BE IT RESOLVED, by Township Council of West Windsor, that the Business Administrator Marlina Schmid is hereby authorized to purchase one (1) 2023 Fully Electric Ford E-Transit Cargo Van with factory options from National Auto Fleet Group, 490 Auto Center Drive, Watsonville, CA 95076 under the NJ State Approved National Cooperative Purchasing Alliance, Sourcewell Contract No. 091521-NAF, for a total price of \$55,270.00.

Adopted: September 12, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September 2023.

Gay M. Huber
 Township Clerk
 West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 08/24/2023

Initiated By: Chief Robert Garofalo Division/Department: Police

ACTION REQUESTED/ EXECUTIVE SUMMARY:

These purchases will support the Administrative Operations of the Police Department by allowing 24 hour computer access to include remote operations as required. The desktop scanner and label makers will increase the efficiency of police administration personnel.

SOURCE OF FUNDING:

105-18-354

CONTRACT AMOUNT:

\$3,186.14

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Special report with statement of need. Quote with state contact numbers

S:\AGENDA INBOX (file name) _____

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Chief Robert Garofalo 08/24/23
Department/Division Head Date

APPROVED FOR AGENDA OF:

By: Marlena Schmid 09/06/2023
Marlena Schmid, Business Administrator

**** PLEASE NOTE ** DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-R173

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of West Windsor has the need on a timely basis to purchase technological goods or services utilizing State contracts; and

WHEREAS, the Police Department needs to purchase technological equipment to support the Police Department operations; and

WHEREAS, SHI International Corp is an authorized vendor of Computer Equipment & Peripherals (2022-2024) under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 22-24 with the County of Bergen; and

WHEREAS, the total cost of the hardware, software, licensing and support necessary is \$3,186.14 and as of August 28, 2023 the Township's total aggregate spending with SHI International Corp was as follows:

Purchase Order No.	59217	\$ 1,250.57
Purchase Order No.	59313	\$ 5,312.22
Resolution No.	2023-R101	\$ 68,385.00
Resolution No.	2023-R103	\$ 18,236.00
Resolution No.	2023-R104	\$ 4,249.13
Resolution No.	2023-R105	\$ 27,591.53
Resolution No.	2023-R122	\$ 14,532.03
Resolution No.	2023-R139	\$ 125,838.67
Resolution No.	2023-R151	\$ 866.36
Resolution No.	2023-R167	\$ 4,868.10
		<hr/>
		\$ 271,129.61

WHEREAS, the Chief Financial Officer has certified the availability of funds in the following account:

Acquisition of Computers, Label Printers and Document Scanner 105-18-354 \$3,186.14

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Business Administrator Marlana Schmid is hereby authorized to purchase the above from SHI International Corp under the New Jersey Cooperative Purchasing Alliance Contract CK04 Subcontract 22-24 with the County of Bergen, for a total not to exceed of \$274,315.75.

Adopted:

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 24, 2023

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing an increase in the contract amount of the professional services agreement for Miscellaneous Engineering Services. The above Agreement provides for ad hoc assistance to the Township Engineer for studies or tasks supplemental to the in-house Engineering services.

Geotrek Environmental and Surveying, LLC

SOURCE OF FUNDING: Engineering – Consultant Fees 105-30-210

CONTRACT AMOUNT:

<u>Contract Amount to date:</u>	\$ 3,800.00
<u>Change Order:</u>	+ \$18,615.00
<u>Final Contract Amount:</u>	\$22,415.00

CONTRACT LENGTH: until December 31, 2023

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Resolution 2023-R062
Certification of Funds	Engineer's Memorandum

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

	<u>8/23/23</u>
Department/Division Head	Date

APPROVED FOR AGENDA OF: September 12, 2023

By: Marlena Schmid 09/04/2023
 Marlena Schmid, Business Administrator

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-R174

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor entered into a Professional Services Agreement with Geotrek Environmental and Surveying, LLC for professional engineering services on a consultant basis for miscellaneous engineering services as assigned; and

WHEREAS, a Certification of Funds for the original contract was received from the Chief Financial Officer and funds were available in the following line item appropriation account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$ 3,800.00</u>
Account Title	Account Number	Amount to date

WHEREAS, the scope of work authorized in the original Professional Services Agreement remains in force and effect; and

WHEREAS, there is a need for to increase the Professional Services Agreement in the amount of \$18,615.00 for services in accordance with the original Professional Services Agreement; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following line item appropriation account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$18,615.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized to increase the Professional Services Agreement amount with Geotrek Environmental and Surveying, LLC to a revised total not to exceed amount of \$22,415.00.

Adopted: September 12, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September 2023.

Gay M. Huber
 Township Clerk
 West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 24, 2023

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution recommending a release of the performance guarantees for private on-site improvements and on tract public improvements (Cash) associated with the project known as Artis Senior Living (ZB13-08SP). The Township Engineer has determined that the work associated with the private site improvements has been completed. Therefore, it is recommended the Township release the remaining performance guarantees, subject to payment of any outstanding fees. No maintenance guarantee is recommended to be required.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Request for Release Letter
Engineer's Memorandum

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature] 8/25/23
Department/Division Head Date

APPROVED FOR AGENDA OF: September 12, 2023

By: [Signature] 09/06/2023
Marlena Schmid, Business Administrator

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-3175

Council Action Taken:

RESOLUTION

- WHEREAS, Artis Senior Living has made a request for a reduction of the current performance guarantees posted for private and public improvements in connection with construction associated with the project known as Artis Senior Living (ZB13-08SP); and
- WHEREAS, the performance guarantees are currently at 30% of their original amounts; and
- WHEREAS, the West Windsor Township Consulting Engineer for the project and the Township Landscape Architect, have found satisfactory completion of the remaining work in connection with construction associated with the project known as Artis Senior Living (ZB13-08SP); and
- WHEREAS, the Township Engineer recommends that the performance guarantees be released by the Township Council, as follows:

On-Site Private Improvements				
Performance Guarantee	Original Amount	Date Issued	Current Amount*	Recommended Action
Cash	\$234,546.98	11/05/2015	\$ 70,364.09	Full Release

On-Tract Public Improvements				
Performance Guarantee	Original Amount	Date Issued	Current Amount*	Recommended Action
Cash	\$40,297.20	11/05/2015	\$12,089.16	Full Release

*Represents allowable 30% of the Original Amount permitted to be retained as per NJSA 40:55D-53e.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor, the following performance guarantees posted by Artis Senior Living for private and public improvements in connection with construction associated with the project known as Artis Senior Living (ZB13-08SP), be released to Artis, subject to payment of any outstanding fees:

On-Site Private Improvements				
Performance Guarantee	Original Amount	Date Issued	Current Amount*	Recommended Action
Cash	\$234,546.98	11/05/2015	\$ 70,364.09	Full Release

On-Tract Public Improvements				
Performance Guarantee	Original Amount	Date Issued	Current Amount*	Recommended Action
Cash	\$40,297.20	11/05/2015	\$12,089.16	Full Release

*Represents allowable 30% of the Original Amount permitted to be retained as per NJSA 40:55D-53e.

ADOPTED: September 12, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at its meeting held on the 12th day of September 2023.

Gay M. Huber
 Township Clerk
 West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 31, 2023

Initiated By: Francis Guzik **Division/Department:** Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with GeoTrek Environmental and Surveying, LLC to provide professional Land Surveying services for the mapping of the municipal stormwater and sanitary sewer collection system structures in a sub-meter accuracy format. As a condition of the Township's on-going State Stormwater Discharge Permit, renewed in January 2023, the Township is required to prepare a Watershed Improvement Plan (permit condition IV.H.1). Part of this Plan requires the Township to inventory all storm drain inlets owned/operated by the Township by January 2026. The Township Engineer is recommending a contract be awarded to GeoTrek Environmental and Surveying, LLC to begin this field mapping process.

SOURCE OF FUNDING:

<u>Traffic Safety Improvements Hazard Mitigation</u>	<u>405-2019-18 013</u>	<u>\$42,735.00</u>
Account Title	Account Number	Amount
<u>Muni Facilities and Related - Sewer</u>	<u>405-2022-08 017</u>	<u>\$19,602.00</u>
Account Title	Account Number	Amount

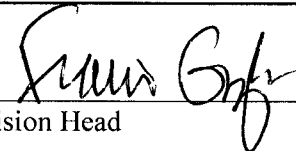
CONTRACT AMOUNT: \$62,337.00

CONTRACT LENGTH: 6 months from project initiation

OTHER SUPPORTING INFORMATION ATTACHED:

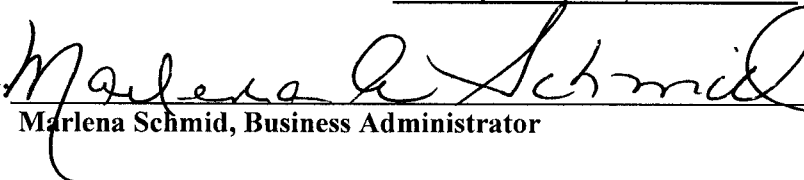
- | | | |
|-------------------------------------|-----------------------------|-----------------------------------|
| Resolution | Affirmative Action Contract | Proposal – Exhibit A |
| Political Contribution Disclosure | Certification of Funds | Business Entity Disclosure |
| Professional Services Agreement | Stockholder Disclosure | Engineers Memorandum |
| Business Registration Certification | Affidavit of Compliance | Certificate of Information Report |

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


8/31/23

 Department/Division Head Date

APPROVED FOR AGENDA OF: September 12, 2022

By:  09/06/2023
 Marlena Schmid, Business Administrator

MEETING DATE: 9/12 **Ordinance #** _____ **Resolution #** 2023-R176

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has a need for professional Land Surveying services and GeoTrek Environmental and Surveying, LLC has submitted a proposal dated August 28, 2023 indicating they will provide the aforesaid professional services for the next phase of the Infrastructure Mapping project for an amount not to exceed \$62,337.00; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with GeoTrek Environmental and Surveying, LLC for the aforesaid professional services; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said agreement and are available in the following accounts:

<u>Traffic Safety Improvements Hazard Mitigation</u>	<u>405-2019-18 013</u>	<u>\$42,735.00</u>
Account Title	Account Number	Amount
<u>Muni Facilities and Related - Sewer</u>	<u>405-2022-08 017</u>	<u>\$19,602.00</u>
Account Title	Account Number	Amount

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

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with GeoTrek Environmental and Surveying, LLC, with a performance period to complete the next phase of the Infrastructure Mapping project, for an amount not to exceed \$62,337.00.
- (2) The Professional Services Agreement so authorized shall require the Provider to provide professional surveying services pursuant to its proposal dated August 28, 2023. The Professional Services Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Professional Services Contract between the Township and GeoTrek Environmental and Surveying, LLC and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: September 12, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 28, 2023

Initiated By: John B. Taylor **Division/Department:** Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with Van Cleef Engineering Associates to provide professional construction administration and observation services for the Bear Brook Road Reconstruction Project. West Windsor Township solicited and received four (4) proposals from Engineering firms for this work. Van Cleef Engineering Associates provided the lowest responsive fee proposal. The Township Engineer is recommending a contract be awarded to Van Cleef Engineering Associates.

SOURCE OF FUNDING:

<u>Roadway Improvements</u>	<u>405-2020-14 013</u>	<u>\$27,356.00</u>
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$27,356.00

CONTRACT LENGTH: duration of construction project

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Affirmative Action Contract	Proposal – Exhibit A
Political Contribution Disclosure	Certification of Funds	Business Entity Disclosure
Professional Services Agreement	Stockholder Disclosure	Engineers Memorandum
Business Registration Certification	Affidavit of Compliance	Certificate of Information Report
Map		

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

 8/31/23
Department/Division Head Date

APPROVED FOR AGENDA OF: September 12, 2023

By:  09/10/2023
Mariena Schmid, Business Administrator

MEETING DATE: 9/12 **Ordinance #** _____ **Resolution #** 2023-R177

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional construction administration and observation services and Van Cleef Engineering Associates has submitted a proposal August 24, 2023 indicating they will provide the aforesaid services for the Bear Brook Road Reconstruction Project for \$27,356; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Van Cleef Engineering Associates for the aforesaid services; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following account:

Roadway Improvements	405-2020-14 013	\$27,356.00
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NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with Van Cleef Engineering Associates, with a performance period concurrent with the construction project from the date of project initiation for construction administration and observation services, for an amount not to exceed \$27,356.
- (2) The Agreement so authorized shall require the Provider to provide professional construction and observation services pursuant to its proposal received August 24, 2023. The Professional Services Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Professional Services Agreement between the Township and Van Cleef Engineering Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: September 12, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 28, 2023

Initiated By: John B. Taylor Division/Department: Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with Van Cleef Engineering Associates to provide professional construction administration and observation services for the Rabbit Hill Road Reconstruction Project. West Windsor Township solicited and received four (4) proposals from Engineering firms for this work. Van Cleef Engineering Associates provided the lowest responsive fee proposal. The Township Engineer is recommending a contract be awarded to Van Cleef Engineering Associates.

SOURCE OF FUNDING:

<u>Roadway Improvements</u>	<u>405-2020-14 010</u>	<u>\$27,356.00</u>
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$27,356.00

CONTRACT LENGTH: duration of construction project

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Affirmative Action Contract	Proposal – Exhibit A
Political Contribution Disclosure	Certification of Funds	Business Entity Disclosure
Professional Services Agreement	Stockholder Disclosure	Engineers Memorandum
Business Registration Certification	Affidavit of Compliance	Certificate of Information Report
Map		

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


8/31/23

Department/Division Head Date

APPROVED FOR AGENDA OF: September 12, 2023

By:  09/06/2023

Marlena Schmid, Business Administrator

MEETING DATE: 9/12 Ordinance # _____ Resolution # 2023-R178

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional construction administration and observation services and Van Cleef Engineering Associates has submitted a proposal August 24, 2023 indicating they will provide afore said services for the Rabbit Hill Road Reconstruction Project for \$27,356; and

WHEREAS, Van Cleef Engineering Associates has indicated a performance period for the construction administration and observation services concurrent with the construction project; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following account:

Roadway Improvements	405-2020-14 013	\$27,356.00
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NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with Van Cleef Engineering Associates, with a performance period concurrent with the construction project from the date of project initiation for construction administration and observation services, for an amount not to exceed \$27,356.
- (2) The Professional Services Agreement so authorized shall require the Provider to provide construction administration and observation services pursuant to its proposal received August 24, 2023. The Professional Services Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Professional Services Agreement between the Township and Van Cleef Engineering Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: September 12, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: August 31, 2023

Initiated By: Noreen Tenaglia **Division/Department:** Recreation and Parks

ACTION REQUESTED/ EXECUTIVE SUMMARY: Resolution authorizing the award of a second one (1) year contract extension for Closing, Opening, Painting and Seasonal Maintenance of the West Windsor Aquatic Complex to Aquatic Service, Inc. for the period Fall 2023 through Labor Day 2024. The services performed under the contract have been acceptable. Resolution 2022-R216 awarded a one (1) year extension of the contract with an 8.50% price increase. The Township wishes to extend the contract for said work to Aquatic Service Inc. for a second one (1) year period with a 5.50% rate increase in accordance with the original bid submittal and the current index rate.

SOURCE OF FUNDING:

Recreation - Consultant Services \$55,565.43
Account No. 105-22-210

CONTRACT AMOUNT: Not to exceed \$55,565.43

CONTRACT LENGTH: Fall 2023 through Labor Day 2024

OTHER SUPPORTING INFORMATION ATTACHED:

- Resolution
- Contract
- Recommendation Memo from Noreen Tenaglia
- Letter from Aquatic Service
- Certification of Funds

S:\AGENDA INBOX AquaticSvcsExt2-2023

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Noreen Tenaglia August 31, 2023
Department/Division Head Date

APPROVED FOR AGENDA OF: September 12, 2023

By: Marlena Schmid 09/06/2023
Marlena Schmid, Business Administrator

MEETING DATE: 9/12 **Ordinance #** _____ **Resolution #** 2023-R179
Council Action Taken:

RESOLUTION

WHEREAS, on August 25, 2021 the Township of West Windsor received one (1) bid for services in connection with the closing, opening, painting and seasonal maintenance of the West Windsor WaterWorks from Fall 2021 through Labor Day 2022; and

WHEREAS, Aquatic Service Inc., of 550 Hartle Street, Suite F, Sayreville, New Jersey 08872 was awarded the contract for these services; and

WHEREAS, the bid specifications permit the Township to extend the contract for two (2) one (1) year extensions; and

WHEREAS, on September 27, 2022 a one (1) year contract extension with an 8.5% increase was awarded; and

WHEREAS, the services performed by Aquatic Service Inc. under the contract have been acceptable; and

WHEREAS, the Township wishes to extend the contract for said work to Aquatic Service Inc. for a second one (1) year period with a 5.50% rate increase in accordance with the original bid submittal and the current index rate; and

WHEREAS, the Township’s Chief Financial Officer has certified funds are available in the 2023 Municipal Budget in the following accounts and is subject to the adoption of the 2024 Municipal Budget:

105-22-210	2023 Recreation – Consultant Services	\$11,790.15
105-22-210	2024 Recreation – Consultant Services	<u>\$43,775.28</u>
		\$55,565.43

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor the Contract for Closing, Opening, Painting and Seasonal Maintenance of the West Windsor WaterWorks is extended with Aquatic Service Inc. for the period Fall 2023 through Labor Day 2024, and that the Mayor and Clerk are authorized to sign the contract.

Adopted: September 12, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 12th day of September 2023.

Gay M. Huber
Township Clerk
West Windsor Township

ORDINANCE 2023-13

AN ORDINANCE TO AMEND AND SUPPLEMENT
THE REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR

AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR
THE TOWNSHIP OF WEST WINDSOR AND
PROVIDE FOR THE ADMINISTRATION THEREOF – Police Superior Officers and Patrol
and Sergeants

Section 1. BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY, that the salary and wage plan for employees and officers of the Township is as follows:

ANNUAL SALARIES AND WAGES FOR SUPERIOR OFFICERS

1. JOB CLASSIFICATIONS FOR EMPLOYEES whose positions are represented by the Police Superior Officers bargaining Unit shall be noted below:

Lieutenant	2023	2024	2025	2026
	3.95%	3.50%	3.25%	3.00%
	\$158,682	\$164,236	\$169,574	\$174,661

F. ANNUAL SALARIES AND WAGES FOR POLICE OFFICERS:

1. JOB CLASSIFICATIONS FOR EMPLOYEES whose positions are represented by the Police Benevolent Association bargaining Unit shall be noted below:

SCHEDULE A – PATROL OFFICERS & SERGEANTS HIRED PRIOR TO JANUARY 1, 2017

	2023	2024	2025	2026
	3.95%	3.50%	3.25%	3.00%
Entry Level	\$ 48,817	\$ 50,526	\$ 52,168	\$ 53,733
Completion of Academy	\$ 57,507	\$ 59,520	\$ 61,454	\$ 63,298
Beginning 2 nd	\$ 66,080	\$ 68,393	\$ 70,616	\$ 72,734
Beginning 3 rd	\$ 74,652	\$ 77,265	\$ 79,776	\$ 82,169
Beginning 4 th	\$ 83,223	\$ 86,136	\$ 88,936	\$ 91,604
Beginning 5 th	\$ 91,794	\$ 95,007	\$ 98,095	\$ 101,037
Beginning 6 th	\$100,367	\$103,880	\$ 107,256	\$ 110,473
Beginning 7 th	\$108,939	\$112,751	\$ 116,416	\$ 119,908
Beginning 8 th	\$123,970	\$128,309	\$ 132,479	\$ 136,453
Sergeant	\$138,039	\$142,871	\$ 147,514	\$ 151,939
(First year sergeant will start \$500 below Sergeant scale)				

ORDINANCE 2023-14

AN ORDINANCE TO AMEND AND SUPPLEMENT
THE REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR

AN ORDINANCE TO ESTABLISH A SALARY AND WAGE PLAN FOR
THE TOWNSHIP OF WEST WINDSOR AND
PROVIDE FOR THE ADMINISTRATION THEREOF – Supervisory, Unclassified, and Other
Positions

Section 1. BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, COUNTY OF MERCER, STATE OF NEW JERSEY, that the salary and wage plan for employees and officers of the Township is as follows:

A. JOB CLASSIFICATIONS AND SALARY RANGES FOR EMPLOYEES whose positions are Supervisory shall be as noted below:

<u>JOB CLASS A</u>	\$ [37,064-\$70,069]
Maintenance Manager	<u>\$ 38,528-\$80,171</u>

<u>JOB CLASS B</u>	\$ [41,598-\$75,569]
Assistant Manager of Recreation	<u>\$ 43,241-\$86,464</u>
Assistant Manager of Senior and Social Services	
Public Works Office Manager	
Technical Assistant to the Construction Official (TACO)	
Principal Assistant Assessor	
Technical Assistant to the Land Use Manager	

<u>JOB CLASS C</u>	\$ [54,381-\$86,566]
Assistant Superintendent of Public Works	<u>\$ 56,529-\$99,047</u>
Deputy Clerk	
Assistant Manager of Engineering	

<u>JOB CLASS D</u>	\$ [57,124-\$105,489]
Building Sub-Code Official	<u>\$ 59,380-\$120,698</u>
Electrical Sub-Code Official	
Plumbing Sub-Code Official	
Fire Sub-Code Official	
Deputy Tax Assessor	
Manager of Senior and Social Services	
Court Administrator	
Special Assistant to Administration	
Superintendent of Public Works	
Manager of Environmental Health Services	
Assistant Township Engineer	
Facilities Maintenance Manager	

<u>JOB CLASS E</u>	\$ [67,310-\$130,296]
Tax Assessor	<u>\$ 69,969-\$149,081</u>
Manager of Land Use	
Manager of Fire and Emergency Services	
Chief of Fire and Emergency Services	
Construction Code Official	
Manager of Parks and Recreation	
Assistant Chief Financial Officer	
Tax Collector	
Health Officer	

<u>JOB CLASS F</u>	\$ [72,366-\$139,758]
Township Clerk	<u>\$ 75,224-\$159,907</u>
Chief Financial Officer	
Township Engineer	

<u>JOB CLASS G</u>	\$ [77,428-\$148,198]
Director of Public Works	<u>\$80,486-\$169,564</u>
Director of Human Services	
Director of Community Development	

<u>JOB CLASS H</u>	[\$107,332-\$175,817]
Business Administrator	<u>\$111,572-\$201,165</u>
Chief of Police	
Director of Community Development/Township Engineer	

C. UNCLASSIFIED SALARIED POSITIONS:

Mayor	[\$17,685 - \$32,000]
	<u>\$18,384-\$36,614</u>
Township Council	[\$ 4,941 - \$12,000]
	<u>\$5,136-\$13,730</u>
Judge	[\$48,000-\$50,184]
	<u>\$49,896-\$57,419.00</u>

Section 2. Part-time and per diem employees are paid based on the hourly rate of annual salary.

Section 3. This Ordinance shall be retroactive to January 1, 2023, after action or inaction by the Mayor as provided by law or an override of mayoral veto by the Council, whichever is applicable. Publication will be according to law.

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE: