

MEETING TO BE
LIVE STREAMED AT
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AGENDA FOR THE BOARD OF HEALTH MEETING
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP
WEST WINDSOR MUNICIPAL BUILDING
271 CLARKSVILLE ROAD
TO THE EXTENT KNOWN

VIA Zoom Video Communications

February 27, 2023

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - Revised Meeting Notice was sent to The Times and the Princeton Packet and posted on the Township web-site on January 13, 2023. 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. Public Comment (30 minutes comment period; 3-minute limit per person)
6. For Action:

Minutes: Board of Health November 14, 2022
7. For Discussion:
 - a. Board of Health Member:
 - b. Mayor/Administration:

Update from Health Officer
8. Closed Session (if needed)
9. Public Comment (15 minutes comment period; 3-minute limit per person)
10. Adjournment

**MEETING TO BE
LIVE STREAMED AT
<https://www.youtube.com/channel/UC8i0yw7lhozymo4N68jJdg/live>
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**

February 27, 2023

Will Start Immediately Upon the Close of the Board of Health Meeting

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
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

2023-02 AN ORDINANCE ACCEPTING THE DEDICATION OF A CERTAIN PORTION OF BLOCK 28, LOT 15.03 (2044 Old Trenton Road (Rear) CONSISTING OF 10.214 ACRES

11. Consent Agenda

A. Resolutions

2023-R057 Refund of Escrow Funds-Sunoco, Inc.
ZB12-04

B. Minutes

December 19, 2022 - Business Session
January 9, 2023 - Reorg/Business Session
January 9, 2023 - Closed Session
January 23, 2023 - Closed Session
January 30, 2023 - Special Session

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2023-R058 Amending the Cash Management Plan to Add Popular
Bank as a Designate Official Depositories

2023-R059 Authorizing the Appointment of David Munoz as
Fire Protection Subcode Official for a Four (4)
Year Term Pursuant to N.J.S.A. 52:27D-126

2023-R060 Authorizing the Business Administrator to
Purchase from CDW-G an Authorized State of New
Jersey Vendor Microsoft Exchange Licenses for the
Municipal and Police - \$10,121.74

2023-R061 Authorizing the Full Release of Cash Performance
Guarantee and Inspection Escrow for the Project
Known as Edinburg Enterprises (ZB05-11)

2023-R062 Authorizing the Mayor and Clerk to Execute the
Professional Services Agreement with GeoTrek
Environmental and Surveying LLC For Land Surveyor
Services and Miscellaneous Engineering Projects -
\$3,000.00

2023-R063 Authorizing the Mayor and Clerk to Execute the Professional Services Agreement with Arora and Associates for Inspection and Certification of Construction Performed by Developers, Conformance Review, and Miscellaneous Engineering Projects - \$3,000.00

2023-R064 Authorizing the Mayor and Clerk to Execute a Contract with On-Site Landscape Management, Inc. for Public Lands Maintenance Cul de Sac and Street Tree Maintenance and Replacement - \$113,763.00

14. Introduction of Ordinances
15. Additional Public Comment (15 minute 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***

ORDINANCE 2023-02

AN ORDINANCE ACCEPTING THE DEDICATION OF A CERTAIN PORTION OF
BLOCK 28, LOT 15.03 (2044 Old Trenton Road (Rear) CONSISTING OF 10.214
ACRES

WHEREAS, K. Hovnanian at Heritage at West Windsor, LLC is the owner of a 10.214 acre tract located in West Windsor Township and identified on the tax map as Block 28, Lot 15.03; and

WHEREAS, on October 14, 2020 the West Windsor Planning Board granted preliminary and final major subdivision approval subdividing the tract into three lots, one being an open space lot, the open space lot being designated Block 28, Lot 15.03 and comprising 10.214 acres; and

WHEREAS, it would be to the benefit of the Township to accept dedication of the open space lot as it is immediately adjacent to existing Township Greenbelt and Zaitz Park/Preserve and would therefore be an enhancement thereto; and

WHEREAS, the Local Lands and Buildings Law, *N.J.S.A. 40A:12-1 et seq.* requires that an ordinance be adopted permitting the Township to acquire the open space lot referenced above.

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

- (1) The Township accepts dedication of the open space lot, Block 28, proposed Lot 15.03; and
- (2) The conveyance shall be made by deed to the Township upon perfection of the subdivision by filing a subdivision plat or recording subdivision deeds; and
- (3) There will be no consideration for the conveyance; and
- (4) This Ordinance shall be in force 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's Approval:

Effective Date:

RESOLUTION

WHEREAS, Sunoco, Inc. has made a request for a release of the remaining inspection escrow balance posted for the project known as Sunoco (ZB12-04); and

WHEREAS, the project improvements were satisfactorily completed, with the performance guarantees released by Resolution 2017-R214; and

WHEREAS, the Township Engineer recommends that the balance remaining in the inspection fee escrow account for the project be refunded as follows:

<u>Deposit Date</u>	<u>Developer</u>	<u>Project ID</u>	<u>Project Name</u>	<u>Escrow Balance</u>
8/28/2013	Sunoco, Inc.	ZB12-04	Sunoco, Inc.	\$ 13,830.34

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized and directed to refund to the Developer, Sunoco, Inc. the balance of the escrow deposit, and any applicable interest to which the Developer is entitled.

ADOPTED: February 27, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February 2023.

Gay M. Huber
Township Clerk
West Windsor Township

TOWNSHIP OF WEST WINDSOR
CASH MANAGEMENT PLAN

WHEREAS, at the January 9, 2023 Reorganization/Business Session the Township Council approved the Cash Management Plan for 2023 by Resolution 2023-R005; and

WHEREAS, the Chief Financial Officer wants to amend the Cash Management Plan to add an additional bank.

NOW, THEREFORE, BE IT RESOLVED, the following amended Cash Management Plan of the Township of West Windsor be and hereby is adopted:

A: DESIGNATION OF OFFICIAL DEPOSITORIES:

The following financial institutions are designated official depositories:

1st Constitution Bank
Bank of America
Bank of New York Mellon NJ
Bank of Princeton
Bergen Commercial Bank
Central Jersey Bank
Columbia Bank
Cut Water Assets Management
Fidelity Investments Institutional Services Co., Inc.
First Choice Bank
Fulton Bank
Grand Bank
Hudson City Savings Bank
Investors Savings Bank
JP Morgan Chase Bank
Kearny Federal Savings
Lakeland Bank
Merrill Lynch Bank & Trust Company
MBIA Municipal Investors Service Corporation
Morgan Stanley Smith Barney Trust FSB
M & T Bank
NJ/ARM New Jersey Asset & Rebate Management
North Fork Bank
Ocean First Bank
Peapack-Gladstone Bank
PFM Assets Management, LLC
PNC Bank
Popular Bank
Roma Bank
Santander Bank
State of New Jersey Cash Management Account

Sun National Bank
TD Bank, National Association
The Bank of Princeton
TriState Capital Bank
Valley National Bank
Wells Fargo Bank

Designated official depositories are required to submit to the Chief Financial Officer of the Township of West Windsor a copy of the State of New Jersey, Department of Banking, Government Unit Deposit Protection Act Notification of eligibility, which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year. Said Notices must be available for annual audit.

Designated official depositories are required to submit to the Chief Financial Officer a copy of institution's "Annual Report" on an annual basis.

B. DEPOSIT OF FUNDS:

All funds shall be deposited within forty-eight (48) hours of receipt in accordance to maximize interest earnings.

Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.

Capital and Debt service funds shall be deposited into interest bearing accounts.

Trust funds shall be deposited into interest bearing accounts in accordance with State statutes regulating the deposit of developer's escrow deposits.

C. DESIGNATION OF ALLOWABLE INVESTMENT INSTRUMENTS:

The Township may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, chapter 236 (C.17:9-44) and other instruments pursuant to Section 8 of P.L. 1977, c. 396 (C.40A:5-15.1) approved by the Director of the Division of Local Government Services as specified below:

United States Treasury Bills (T-Bills)
Township of West Windsor or Other Municipal Bonds or Notes
Commercial Bank Deposit and Certificates of Deposit (CD's)
Repurchase Agreements
Investments in Savings and Loan Association
United States Government Agency and Instrumentality
Obligations

MBIA – Class Fund
State of New Jersey Cash Management Fund
School District Obligations

D. DEFINITION OF ACCEPTABLE COLLATERAL AND PROTECTION OF TOWNSHIP ASSETS:

All designated depositories must conform to all applicable State statutes concerning depositories of Public Funds.

All depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage of all Township assets (Demand and Certificate of Deposit).

Collateral will be required for all deposits and investments of the Township, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent of all deposits and investments.

For pledges by depositories on Township Funds, the following securities will be considered acceptable for pledges:

- a. Any security backed by the U.S. Government
- b. Any direct obligation of any taxing authority within the Township of West Windsor
- c. Real Estate Mortgage Loans for Real Estate property located within the Township of West Windsor market area. Pledges of Real Estate Mortgage Loans shall be maintained at a market value of 115 percent of deposits.
- d. All pledges of Collateral must be indicated on an advice copy of the investment instrument which shall be forwarded to the Chief Financial Officer/Treasurer.

E. COMPENSATING BALANCE AGREEMENTS:

Where compensating balances are used to offset bank expenses, an agreement between the bank and the Township shall be executed, specifying the charge for each service.

F. REPORTING PROCEDURES:

Pursuant to NJSA 40A:5-14(e), The Chief Financial Officer shall prepare a monthly report to the governing body summarizing all investments made or redeemed since the last meeting. The report shall set forth each organization holding local unit funds, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date and other information that may be required by the governing body.

G. DIVERSIFICATION REQUIREMENTS:

The Chief Financial Officer/Treasurer shall closely examine investments to guard against the effects of a financial institution going into default. This may be accomplished through the practice of spreading the investments around in various designated official depositories.

H. MAXIMUM MATURITY POLICY:

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State Governments.

I. INVESTMENT PROCEDURES:

Bids for Certificates of Deposit will be solicited from at least three (3) designated depositories only if the amount is \$100,000 or greater.

Telephone bids will be solicited from designated depositories by the Chief Financial Officer/Treasurer or designated staff member.

The depository shall specify the principal amount of investment bid, interest rate and number of days used to calculate the interest to be paid upon maturity.

Interest paid shall be from the date the bid was awarded to the date of maturity.

All bidders may request the results of the bid after the bid is formally awarded.

A check or wire transfer of funds will be made available to the winning bidder on the same business day the bid is awarded.

Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Township may be used.

J. RETURN ON INVESTMENT:

Where the return on a proposed investment does not exceed the cost of making said investment by a minimum amount the Chief Financial Officer/Treasurer will not make the investment. The Chief Financial Officer/Treasurer shall have the discretion to award an investment to the bank wherein the funds reside, should that bank's quoted rate be less than other quoted rates received in the event that the differential in interest rates is less than 25 basis points, and providing that the term of the investment is less than fifteen (15) days.

K. CONTROLS:

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designated for telephone orders, wire transfers and securities safekeeping. Only specifically designated personnel shall be allowed to conduct this part of the transactions, and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer/Treasurer shall review each day's activity.

L. BONDING:

Staff members of the Township of West Windsor shall be covered by a Public Employee's Faithful Performance Bond with the Mid Jersey Municipal Joint Insurance Fund.

M. COMPLIANCE:

The Cash Management Plan of the Township of West Windsor shall be subject to the annual audit conducted pursuant to N.J.S. 40A:5-4.

N. The Official charged with the custody of the monies of the Township of West Windsor shall deposit them as designated by the Cash Management Plan and shall thereafter be relieved of any liability or loss of such monies due to the insolvency or closing of any depository designated in the Cash Management Plan pursuant to N.J.S. 40A:5-2.

O. Where a conflict exists between this Cash Management Plan and State statute, the applicable State statute shall apply.

P. AFFORDABLE HOUSING DEVELOPMENT FEES

All development fees collected pursuant to the West Windsor Township Affordable Housing Development Fee Ordinance will be placed in an account established pursuant to the Cash Management Plan and known as the Affordable Housing Trust Fund. No money shall be expended from the account unless the expenditure conforms to the Development Fee Ordinance, a Spending Plan approved by the Council on Affordable Housing, and the conditions set forth in N.J.A.C. 5:94-6.16(a). The depository holding the Affordable Housing Trust Fund will sign a statement so as to recognize the necessity of compliance with the conditions placed upon the Township's Chief Financial Officer by this paragraph.

If and when COAH deems it necessary to access the account or freeze expenditures from said account, the depository by signing this agreement agrees to comply with such instructions from COAH upon receiving official notice from its Executive Director.

Adopted: February 27, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February 2023.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, a vacancy exists in the position of Fire Protection Subcode Official; and

WHEREAS, the New Jersey Uniform Construction Code requires a municipality to appoint a Fire Protection Subcode Official pursuant to N.J. S.A. 52:27D-126; and

WHEREAS, David Munoz has the education, experience and licensing required to hold the position of Fire Protection Subcode Official; and

WHEREAS, the Construction Code Official recommends the appointment of David Munoz as Fire Protection Subcode Official for the Township of West Windsor.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor, County of Mercer, and State of New Jersey, that David Munoz be and is hereby appointed the Fire Protection Subcode Official for the Township of West Windsor for a term of four (4) years effective February 10, 2023.

Adopted: February 27, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

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 Township needs to purchase annual licensing of Microsoft Exchange products from CDW-Government, New Jersey State approved Co-op #65 MCESCCPS, Bid #ESCNJ AEPA-22G -Technology Supplies & Services in the amount of \$10,121.74; and

WHEREAS, CDW Government is an authorized vendor under New Jersey State approved Co-op #65 MCESCCPS, Bid #ESCNJ AEPA-22G -Technology Supplies & Services and is also an authorized vendor under NJ State Contract M0003-89849/ New Jersey T3121 Software (T3121 #20-TELE-01511); and

WHEREAS, as of February 27, 2023 the Township’s total aggregate spending with CDW Government under New Jersey State Contract #MNNVP-133 M0483 89974 and Bid #ESCNJ AEPA-22G -Technology Supplies & Services was as follows:

Resolution	2023-R029	CDW Government	1/23/2023	\$ 20,000.00
Resolution	2023-R030	CDW Government	1/23/2023	\$ <u>11,467.81</u>
				\$ 31,467.81

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

Administration Technology/Computer Services	105 04 268	\$6,128.76
Police – Office Furniture/Equipment Maintenance	105 18 233	\$3,992.98

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor the Business Administrator Marlana Schmid is hereby authorized to purchase the above from CDW-Government under New Jersey State approved Co-op #65 MCESCCPS, Bid #ESCNJ AEPA-22G -Technology Supplies & Services for a total not to exceed of \$41,589.55.

Adopted: February 27, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February, 2023.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, Joseph Gulino has made a request for a release of the performance guarantee posted for monumentation required in connection with the project known as Edinburg Enterprises (ZB05-11); and

WHEREAS, the performance guarantee is currently at 100% of its original amount; and

WHEREAS, the West Windsor Township Engineer recommends the performance guarantee posted in connection with the project known as Edinburg Enterprises (ZB05-11), be released at this time as follows:

<u>Performance Guarantee</u>	<u>Original Amount</u>	<u>Date Issued</u>	<u>Current Amount</u>	<u>Recommended Reduction</u>
Cash	\$900.00	6/13/08	\$900.00	FULL RELEASE

WHEREAS, the Township Engineer also recommends that the balance remaining in the inspection fee escrow account for the project be refunded as follows:

<u>Deposit Date</u>	<u>Developer</u>	<u>Project ID</u>	<u>Project Name</u>	<u>Escrow Balance</u>
9/08/2008	Edinburg Enterprises	ZB05-11	Edinburg Enterprises	\$ 250.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor, the following performance guarantee posted for private site improvements in connection with construction associated with the project known as Edinburg Enterprises (ZB05-11), be released to Joseph Gulino, as follows:

<u>Performance Guarantee</u>	<u>Original Amount</u>	<u>Date Issued</u>	<u>Current Amount</u>	<u>Recommended Reduction</u>
Cash	\$900.00	6/13/08	\$900.00	FULL RELEASE

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized and directed to refund to the Developer, Joseph Gulino, the balance of the escrow deposit, and any applicable interest to which the Developer is entitled.

ADOPTED: February 27, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February 2023.

 Gay M. Huber
 Township Clerk
 West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for Professional Land Surveyor Services performed for miscellaneous engineering projects as assigned; and

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

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

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$3,000.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2022 Local Municipal Budget and funds are available through account 105-30-210 “Engineering Costs & Services: Consultants;” and

WHEREAS, additional services may be required for various capital projects as assigned and may be approved if sufficient funds are available as certified by the Township’s Chief Financial Officer; and

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, a Professional Services Agreement with GeoTrek Environmental and Surveying LLC to cover the period February 27, 2023 through December 31, 2023.
- (2) The Professional Services Agreement so authorized shall require the Provider to provide Professional Land Surveyor Services pursuant to its proposal dated November 30, 2022. The contract is 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 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: February 27, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February 2023.

Gay M. Huber
 Township Clerk
 West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

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

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

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$3,000.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2023 Local Municipal Budget and funds are available through various developers' escrow accounts and account 105-30-210 "Engineering Costs & Services: Consultants;" and

WHEREAS, additional services may be required for various capital projects as assigned and may be approved if sufficient funds are available as certified by the Township's Chief Financial Officer; and

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 Arora and Associates to cover the period February 27, 2023 through December 31, 2023.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services, including development inspection services pursuant to its proposal dated December 7, 2022. The contract is 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 Arora and Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: February 27, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of February 2023.

Gay M. Huber
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor has determined the need for landscape maintenance for public cul de sac islands and street trees; and

WHEREAS, said contracts were put out to public bid seeking bids for this annual project, including bids for two additional one-year renewal options, and said bids were opened on January 31, 2023; and

WHEREAS, seven contractors picked up bids and the Township received one bid from the following bidder:

<u>Contractor</u>	<u>Base Bid-2023</u>
On Site Landscape Management Inc.	\$ 113,763.00

WHEREAS, the Township staff has reviewed the bid and the lowest responsible bid for 2023, was submitted by On Site Landscape Management Inc.; and

WHEREAS, the Township of West Windsor wishes to plant trees, with appropriate root barriers, that will minimize root damage to sidewalks, while at the same time maximizing the planting of native trees as much as possible with the confines of good community forestry practices; and

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

Facilities & Open Space Service / Maintenance	105 44 251	\$ 80,138.00
Preserve Open Space Development	405 2019 17 005	\$ 13,625.00
Street Tree Planting Program	405 2022 08 018	\$ 20,000.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Mayor and Clerk are authorized to execute said contract for Public Lands Maintenance Cul de Sac and Street Tree Maintenance and Replacement to On Site Landscape Management Inc., 203 Sweetmans Lane, Millstone, NJ, and PO Box 294, Perrineville, NJ 08535.

Adopted: February 27, 2023

I hereby certify that the above resolution was adopted by the Township Council of the Township of West Windsor at their meeting held on the 27th day of February 2023.

Gay M. Huber
Township Clerk
West Windsor