

MEETING TO BE
LIVE STREAMED AT
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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

March 3, 2025

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 17, 2025 to The Times and the Princeton Packet, filed with the Municipal Clerk and posted at the Municipal Building and on the Township web-site.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration
Proclamation for Colon Cancer Month
Proclamation for Women's History Month
Historical Society of West Windsor 2025 Event Update
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

2025-01 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 200
LAND USE, PART 5, PRINCETON JUNCTION
REDEVELOPMENT PLAN REGULATORY PROVISIONS IN THE
CODE OF THE TOWNSHIP OF WEST WINDSOR, ARTICLE
XXXIV, LAND USE CONTROLS, SECTION 200-260, TO
AMEND THE RP-1 PRINCETON JUNCTION REDEVELOPMENT
PLAN DISTRICT

11. Consent Agenda

A. Resolutions

B. Minutes

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2025-R067 Authorizing the Appointment of Rodger Jany to
Fill the Unexpired Term as Member of the
Agricultural Advisory Committee to Expire January
14, 2027

2025-R068 Authorizing the Mayor and Clerk to Execute a
Professional Services Agreement with David P.
Lonski for Reappointment as Special Tax Counsel
for Tax Appeals for 2025 - \$40,000.00

2025-R069 Authorizing the Mayor and Clerk to Execute a
Professional Services Agreement with Ruderman
Roth, LLC for Reappointment as Labor Attorney for
2025 - \$50,000

2025-R070 Authorizing the Mayor and Clerk to Execute a
Professional Services Agreement with Phoenix
Advisors, LLC For Reappointment as Financial
Advisor for 2025 - \$4,400.00

2025-R071 Authorizing the Mayor and Clerk to Execute a
Professional Services Agreement with Piazza &
Associates for Reappointment as Affordable
Housing Consultant for 2025 - \$18,000.00

- 2025-R072 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Warren M. Korecky of Suplee, Clooney & Company for Reappointment as Municipal Auditor for 2025 - \$33,000.00
- 2025-R073 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with McManimon, Scotland & Baumann, LLC For Reappointment as Bond Counsel and Redevelopment Attorney for 2025
- 2025-R074 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Edwin W. Schmierer of Mason, Griffin & Pierson for Conflict Attorney Services - \$7,500.00
- 2025-R075 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with WSP for Consulting Services for the Design of a New Fire Suppression Sprinkler System at the Princeton Junction Volunteer Fire Station - \$30,350.00
- 2025-R076 Authorizing the Business Administrator to Purchase Four (4) Motorola Portable Radios and Accessories from Motorola Solutions Under New Jersey State Contract 893909 N/30 - \$33,850.56
- 2025-R077 Authorizing the Business Administrator to Purchase Technological Equipment for the Police Division from SHI Under New Jersey Cooperative Purchasing Alliance Contract #CK04, Subcontract 24-38 - \$16,149.18
- 2025-R078 Authorizing the Chief Financial Officer to Increase to the Contract with Morton Salt, Inc. for Snow Removal Services by \$120,000.00 for a Total Not to Exceed \$280,000.00
- 2025-R079 Authorizing the Reimbursement of Costs Associated with the Underground Crossing of Amtrak Rail Line Corridor as Part of the Duck Pond Sewer Interceptor - Phase 2 Project to the National Railroad Passenger Corporation - \$10,000.00
- 2025-R080 Resolution to Extend the Introduction and Adoption Date of the 2025 Municipal Budget and Extend Temporary Budget Appropriations

14. Introduction of Ordinances

2025-02 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 168,
"TRAFFIC AND PARKING," OF THE REVISED GENERAL
ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR TO ADD
CHAPTER 168-20.1 SCHEDULED NO-PARKING ZONES

Public Hearing: March 24, 2025

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

REQUEST FOR COUNCIL ACTION

Date of Request: December 27, 2024

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Introduction and subsequent adoption of an ordinance amending Section 200-260 "RP-1 Principle Permitted Uses"; adding pet day-care facilities as a permitted use.

SOURCE OF FUNDING: NA

CONTRACT AMOUNT: NA

CONTRACT LENGTH: NA

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Summary
Memorandum from Samuel J. Surtees
Ordinance

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Samuel J. Surtees 12-27-24 Samuel J. Surtees
Department/Division Head Date

APPROVED FOR AGENDA OF: January 27, 2025

By: Marlena Schmid
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # _____ Resolution # 2025-01

Council Action Taken:

**TOWNSHIP OF WEST WINDSOR
MERCER COUNTY, NEW JERSEY**

ORDINANCE NO. 2025-01

AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 200 LAND USE, PART 5, PRINCETON JUNCTION REDEVELOPMENT PLAN REGULATORY PROVISIONS IN THE CODE OF THE TOWNSHIP OF WEST WINDSOR, ARTICLE XXXIV, LAND USE CONTROLS, SECTION 200-260, TO AMEND THE RP-1 PRINCETON JUNCTION REDEVELOPMENT PLAN DISTRICT

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

Section 1. Chapter 200 of said Code, Land Use, Part 5, Princeton Junction Redevelopment Plan Regulatory Provisions, Article XXXIV, Land Use Controls, Section 200-260, RP-1 District, Subsection A., RP-1 District use regulations., Item (2), Principal permitted uses, is hereby amended by adding the new subitem (r).

- (r) Pet day-care facilities.

Section 2. Chapter 200 of said Code, Land Use, Part 5, Princeton Junction Redevelopment Plan Regulatory Provisions, Article XXXIV, Land Use Controls, Section 200-260, RP-1 District, Subsection B., RP-1 District intensity, bulk, and other regulations., is hereby amended by adding a new item (10).

- (10) Additional standards pertaining to pet-day care facilities. The following standards shall apply to pet day-care facilities in the RP-1 District.
 - (a) Buildings and/or tenant spaces housing animals shall be soundproofed to a maximum transmission of 40 dB as measured on the outside of the exterior wall or of any ceiling. Other soundproofing requirements may be imposed by the board of jurisdiction, such as, but not limited to, the following: non-opening windows and forced-air ventilation, solid core doors, and sound-absorbent ceilings.
 - (b) All buildings shall be of adequate construction, maintained in good repair, and secured in order to protect animals from injury or escape.
 - (c) Proper and ample ventilation of all animal areas in buildings shall be demonstrated to the satisfaction of the board of jurisdiction and shall meet all state regulations and local licensing requirements.
 - (d) All animals housed in the facility shall be kept within the confines of a building between the hours of 9:00 p.m. and 8:00 a.m.

- (e) Provisions shall be made for the removal and proper disposal of animal food, waste, bedding, and debris in disposal areas which shall be separate from residential disposal collection areas.
- (f) No outdoor facilities shall be permitted.

Section 3. In the event of any conflict between the provisions and requirements of these sections and the provisions and requirements of any other section of this chapter, the provisions and requirements of this section shall govern. Each section, subsection, sentence, clause and phrase of this article is declared to be an independent section, subsection, sentence, clause and phrase, and the finding of holding of any such portion of this article to be unconstitutional, void or ineffective for any cause or reason shall not affect any other portion of these sections.

Section 4. This Ordinance shall take effect twenty (20) days after action or inaction by the Mayor as approved by law, or an override of a mayoral veto by the Council, whichever is applicable; upon the approval by the County review agency or sixty (60) days from the receipt of the ordinance by the County review agency if the County review agency should fail to act; and upon publication according to law.

INTRODUCTION:
PLANNING BOARD:
PUBLIC HEARING:
ADOPTION:
MAYORAL APPROVAL:
EFFECTIVE DATE:


TOWNSHIP OF WEST WINDSOR

Community Development Department

Division of Land Use

MEMORANDUM

TO: Marlena Schmid
Business Administrator

FROM: Samuel J. Surtees 
Manager, Division of Land Use

SUBJECT: Ordinance Amendment to RP-1 District
(Princeton Junction Train Station Redevelopment – Avalon Project)

DATE: January 9, 2025

As part of the recent settlement agreement with Avalon Bay Communities Inc. dated December 9, 2024 (Resolution 2024-R241), the Township agreed to amend section 200-260 of the West Windsor Township Land Use Ordinance to permit pet day-care facilities as a principal permitted use in the RP-1 zoning district.

This draft ordinance has been reviewed by the Township Health Officer and reflects comments to address health concerns.

The attached draft ordinance would add a new section, 200-266 (2)(r) permitting said use and would include standards that the user would need to comply with when applying for township zoning/construction permits.

I would ask that this ordinance be introduced at the January 27, 2025 Township Council meeting; referral to the Planning Board for their February 19, 2025 meeting and back to Township Council for a public hearing on March 3, 2025.

If you have any questions, please advise.

Thank you.

c: RP-1 Ordinance File
K. Giblin

MULLER & BAILLIE, P.C.

196 Princeton-Hightstown Road
Bldg. 1, Ste. 13
West Windsor, New Jersey 08550

Gerald J. Muller, Esq.
Martina Baillie, Esq.

Telephone: (609) 257-2424
gmuller@mullerbaillielaw.com

February 20, 2025

Sent Electronic Transmission

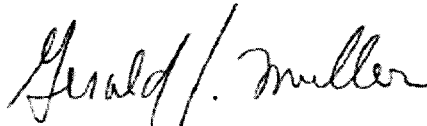
Allison D. Sheehan
West Windsor Township Clerk
271 Clarksville Road
Princeton Junction, NJ 08550

Re: Ordinance 2025-01

Dear Ms. Sheehan:

At its February 19, 2025 meeting, the West Windsor Planning Board determined that the above-referenced ordinance was consistent with the Master Plan and recommended approval.

Sincerely,



Gerald J. Muller

cc: Samuel J. Surtees

GJM/dm

RESOLUTION

WHEREAS, there is a vacancy for a Member on the Agricultural Advisory Committee to fill the unexpired term of Steve Jany; and

WHEREAS, Rodger Jany has expressed an interest in serving on the Agricultural Advisory Committee; and

WHEREAS, it is recommended that Rodger Jany be appointed to fill the unexpired term of Steve Jany which expires on January 14, 2027; and

WHEREAS, Mayor Hemant Marathe recommends this appointment and seeks the Council's consent to appoint Rodger Jany to the Agricultural Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor hereby approves (consents to) the following Agricultural Advisory Committee appointment:

Rodger Jany	Member	Term to Expire 1/14/2027
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Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: February 10, 2025

- Ordinance
- (Summary attached)
- Resolution
- (Backup documents complete)
(Contracts require Affirmative Action Certificate)
- Item for Discussion only

Initiated By: Hermant Marathe Department of Administration

ACTION REQUESTED/EXECUTIVE SUMMARY: Authorizing the appointment of David P. Lonski, Esquire (Special Tax Counsel for Tax Appeal Defense).

SOURCE OF FUNDING: Current Fund

CONTRACT AMOUNT: \$40,000.00

CONTRACT LENGTH: 01/01/2025 – 12/31/2025

OTHER SUPPORTING INFORMATION ATTACHED

Resolution and contract

DISK & file name(OR) S:\AGENDA INBOX(file name Special Tax Counsel 2025)

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature] 2/10/25
Department/Division Head Date

APPROVED FOR AGENDA OF: February 10, 2025 March 3, 2025

By: [Signature]
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 BUSINESS MEETING.**

MEETING DATE: 3/3/25 Ordinance # _____ Resolution # 2025-2068

Council Action Taken:

Distributed:

RESOLUTION

WHEREAS, the Township of West Windsor has a need to retain professional legal services pursuant to the defense of assessment appeals; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with David P. Lonski, Esquire for the aforesaid services for an amount not to exceed \$40,000.00; and

WHEREAS, Funds are available as certified by the Chief Financial Officer in the following account:

Legal/Litigation	105-46-228	\$40,000.00
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NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that:

1. The Mayor and Township Clerk are hereby authorized and directed to execute a Professional Services Agreement with David P. Lonski, Esquire, as Special Tax Counsel, through December 31, 2025 as set forth in the attached agreement; and
2. The Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law; 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 Agreement between the Township and David P. Lonski, Esquire and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: February 10, 2025

Initiated By: Hemant Marathe Division/Department: Administration

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Authorizing the reappointment of Ruderman Roth, LLC. as Labor Attorney for the period January 1, 2025 through December 31, 2025.

SOURCE OF FUNDING:

CURRENT FUND

CONTRACT AMOUNT:

\$50,000

CONTRACT LENGTH:

1 YEAR

OTHER SUPPORTING INFORMATION ATTACHED:

Contract for Professional Services Agreement
Resolution

S:\AGENDA INBOX Ruderman2025

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mawdsley 2/10/25
Department/Division Head Date

APPROVED FOR AGENDA OF: ~~February 10, 2025~~ March 3, 2025

By: Kerry Gubin
Marlena A. 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: 3/3/25 Ordinance # _____ Resolution # 2025-R069

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor needs to retain a labor attorney and related legal services; and

WHEREAS, Ruderman Roth, LLC, will provide labor attorney and related legal services including but not limited to collective bargaining negotiations, grievances, administrative proceedings, arbitration, litigation and other projects authorized by the Business Administrator and/or Director of Law; and

WHEREAS, the Township Chief Financial Officer has certified funds are available in the following account:

Legal Consulting Services – 105-46-210 \$50,000.00.

NOW THEREFORE, BE IT RESOLVED that 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 Ruderman Roth, LLC for an amount not to exceed \$50,000.00 for the period January 1, 2025 through December 31, 2025.
2. The Professional Services Agreement is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1-5(1)(a)(i) 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 Agreement between the Township and Ruderman Roth, LLC and a copy of this Resolution shall be on file and available to public inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: February 14, 2025

- Ordinance
- (Summary attached)
- Resolution
- (Backup documents complete)
(Contracts require Affirmative Action Certificate)
- Item for Discussion only

Initiated By: Hemant Marathe Department of Administration

ACTION REQUESTED/EXECUTIVE SUMMARY: Authorizing the reappointment of Phoenix Advisors as Financial Advisor.

SOURCE OF FUNDING: GENERAL CAPITAL FUND

CONTRACT AMOUNT: \$4,400.00



CONTRACT LENGTH: 01/01/2025 – 12/31/2025

OTHER SUPPORTING INFORMATION ATTACHED

Resolution and contract
Proposal


DISK & file name (OR) S:\AGENDA INBOX (file name Phoenix Advisory Contract 2025

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head Date

APPROVED FOR AGENDA OF: March 3, 2025

By:  _____
 Marlena A. 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 BUSINESS MEETING.**

MEETING DATE: 3/3/25 Ordinance # _____ Resolution # 2025-R070
 Council Action Taken:
 Distributed:

RESOLUTION

WHEREAS, there exists a need for professional and specialized financial advisory services in connection with the issuance of bonds or notes of the Township of West Windsor (the "Township") including the planning and development of a financing strategy and structure, coordinating the financing process, providing consulting services through the actual execution of the financing and providing follow-up reporting and analyses after the transaction is complete; and

WHEREAS, these professional specialized financial advisory services can be provided by Phoenix Advisors LLC, pursuant to the proposal dated November 8, 2024; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Phoenix Advisors for the performance of the aforesaid services for an amount not to exceed \$4,400.00 for the period of January 1, 2025 through December 31, 2025; and

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

Roadway Improvements 405-2023-09-017 \$4,400.00

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 and directed to execute an Agreement with Phoenix Advisors, LLC of Hamilton, New Jersey, to provide the specialized financial advisory services necessary in connection with the issuance of bonds or notes by the Township through December 31, 2025.
- (2) The Agreement so authorized shall require the provider to perform Professional Auditing Services. The Agreement shall be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1) (a) (i) 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 Agreement between the Township and Phoenix Advisors, LLC and a copy of this Resolution shall be on file and available to public inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: February 10, 2025

- Ordinance
- (Summary attached)
- Resolution
- (Backup documents complete)
(Contracts require Affirmative Action Certificate)
- Item for Discussion only

Initiated By: Hemant Marathe Division/Department: Administration

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Authorizing the appointment of Piazza & Associates as consultant to perform Affordable Housing Services.

SOURCE OF FUNDING:

Affordable Housing Trust Fund

CONTRACT AMOUNT:

\$18,000.00

CONTRACT LENGTH:

January 1, 2025 through December 31, 2025

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution and contract

S:\AGENDA INBOX (file name) Resolution-Piazza2025

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

J. V. Mowbray
Department/Division Head

2/10/25
Date

APPROVED FOR AGENDA OF: March 3, 2025

By: Kerry Giblin
Marlena Schmid, Business Administrator

Resolution 2025-2071 March 3, 2025

**** 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.**

RESOLUTION

WHEREAS, the Township needs a professional consultant to assist in compliance with affordable housing obligations in West Windsor Township; and

WHEREAS, it is in the Township's best interests to enter into a Professional Services Agreement with Piazza & Associates in the amount not to exceed \$18,000.00 to perform such affordable housing professional services for ongoing and new projects; and

WHEREAS, the professional services agreements attached hereto appropriately sets forth the obligation of the parties with respect to such services; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and available in the following account:

Affordable Housing Trust Fund	121201	\$18,000.00
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NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Mayor and Clerk are authorized and directed to execute the Professional Services Agreement in the form attached hereto:

1. The Agreement so authorized shall require the Provider to provided professional consulting services as outlined in the Agreement.
2. The contract may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1 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; and
4. An executed copy of the Agreement between the Township of West Windsor and Piazza & Associates and a copy of this Resolution shall be on file and available to the public for inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: February 10, 2025

Initiated By: Hemant Marathe Division/Department: Administration

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Authorizing the reappointment of Warren M. Korecky, CPA, RMA, a partner in the firm of Suplee, Clooney & Company as Municipal Auditor

SOURCE OF FUNDING:

Operating Budget

CONTRACT AMOUNT:

\$32,000.00 Audit, \$1,000.00 Review of the Township's Length of Service Awards Program (LOSAP)

CONTRACT LENGTH:

January 1, 2025 through December 31, 2025

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution and contract

S:\AGENDA INBOX (file name) Auditor agreement 2025

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature]
Department/Division Head

2/10/25
Date

APPROVED FOR AGENDA OF: March 3, 2024

By: [Signature]
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: 3/3/25 Ordinance # _____ Resolution # 2025-R072

Council Action Taken:

RESOLUTION

WHEREAS, there exists a need for the Township to acquire professional services for Accounting and Auditing Services and appointment of Township Auditor; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Warren M. Korecky, CPA, RMA, a partner in the firm of Suplee, Clooney and Company, as Township Auditor, for the performance of the aforesaid services for an amount not to exceed \$33,000.00 for the period of January 1, 2025 through December 31, 2025; and

WHEREAS, the Township’s Business Administrator, Chief Financial Officer and Mayor recommend the appointment of Warren M. Korecky, CPA, RMA, a partner in the firm of Suplee, Clooney and Company, as Township Auditor to fulfill the requirements of the State of New Jersey for the purposes of an annual audit and annual review of the LOSAP program; and

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

2024 Audit and Accounting Service Other Expenses	
105-07-203A	\$ 30,550.00
105-07-203	\$ 2,450.00
Total	\$33,000.00

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute a Professional Services Agreement with Warren M. Korecky as the Township Auditor through December 31, 2025, as set forth in the attached Agreement; and
2. The Agreement so authorized shall require the provider to perform Professional Auditing Services. The Agreement shall be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1) (a) (i) 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 Agreement between the Township and Suplee, Clooney & Company and copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Page 2
2025-R072

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: February 10, 2025

- Ordinance**
- (Summary attached)
- Resolution**
- (Backup documents complete)
(Contracts require Affirmative
Action Certificate)
- Item for Discussion** only

Initiated By: Hemant Marathe, P.h.D. Department of: Administration

ACTION REQUESTED/EXECUTIVE SUMMARY: Authorizing the reappointment of McManimon, Scotland & Baumann, L.L.C. as Bond Counsel and Redevelopment Attorney.

OTHER SUPPORTING INFORMATION ATTACHED Resolution and Contract

DISK & file name (OR) S:\AGENDA INBOX\Bond Counsel Agreement 2025

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

H.V. Mauder 2/10/25
Department/Division Head Date

APPROVED FOR AGENDA OF: March 3, 2025

By: Kerry Giblin
Marlena A. Schmid
Business Administrator

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

MEETING DATE: 3/3/25 Ordinance # _____ Resolution # 2025-R073
Council Action Taken:

RESOLUTION

WHEREAS, there exists a need for professional specialized legal services in connection with the authorization and the issuance of bonds or notes and for the redevelopment project of the Township of West Windsor (the “Township”), and

WHEREAS, such specialized legal services can be provided by McManimon, Scotland & Baumann, LLC of Roseland, New Jersey, so recognized by the public finance and redevelopment community; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with McManimon, Scotland & Baumann, LLC for the performance of the aforesaid services; and

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

- (1) The law firm of McManimon, Scotland & Baumann, L.L.C. of Roseland, New Jersey, is hereby retained through December 31, 2025 to provide the specialized legal services necessary in connection with 1.) the authorization and the issuance of bonds or notes by the Township and 2.) the redevelopment project.
- (2) The Mayor and Clerk are hereby authorized and directed to execute on behalf of the Township a Professional Services Agreement with McManimon, Scotland & Baumann, L.L.C.
- (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 Agreement between the Township and McManimon, Scotland & Baumann, LLC and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township may need professional Conflict Attorney services when the Township Attorney's Office is conflicted; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Edwin W. Schmierer, Esq., and Mason, Griffin & Pierson for the performance of the aforesaid services for an amount not to exceed \$7,500.00; and

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

Legal - Legal Fees	105-46-223	\$7,500.00
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NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that:

1. The Mayor and Clerk are hereby authorized to execute, on behalf of the Township, a Professional Services Agreement, with Edwin W. Schmierer, Esq. and Mason, Griffin & Pierson for the performance of Conflict Attorney services as needed for an amount not to exceed of \$7,500.00 for the period of January 1, 2025 through December 31, 2025.
2. The Agreement so authorized shall require the provider to perform Professional Auditing Services. The Agreement shall be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1) (a) (i) because the services are "Professional in Nature".
3. A notice of this action shall be printed in the legal 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 Agreement between the Township and Edwin W. Schmierer, Esq., and Mason, Griffin & Pierson and copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: February 6, 2025

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with WSP to provide professional consulting services associated with the design of a new fire suppression sprinkler system at the Princeton Junction Volunteer Fire Station facility. The Township Facilities Maintenance Manager is recommending a contract be awarded to WSP of Hamilton, NJ.

SOURCE OF FUNDING:

PJ Firehouse - General Improvements	405-2022-08-023	\$ 14,769.86
PJ Firehouse - General Improvements	405-2023-09-030	\$ 15,580.14

CONTRACT AMOUNT: \$30,350.00

CONTRACT LENGTH: from the date of project initiation to project completion

OTHER SUPPORTING INFORMATION ATTACHED:

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

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

<u>Brian Aronson</u>	<u>2-10-2025</u>
Department/Division Head	Date

APPROVED FOR AGENDA OF: MARCH 3, 2025

By: Kerry Giblin
 Marlena Schmid, Business Administrator

MEETING DATE: 3/3/25 **Ordinance #** _____ **Resolution #** 2025-2075

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional consulting services for the design of a new fire suppression sprinkler system at the Princeton Junction Volunteer Fire Station facility; and

WHEREAS, WSP has submitted a proposal dated February 5, 2025 indicating they will provide professional consulting services for a total of \$30,350.00, which includes a base fee of \$28,500.00 and \$1,500.00 for reimbursable costs; and

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

PJ Firehouse - General Improvements	405-2022-08-023	\$ 14,769.86
PJ Firehouse - General Improvements	405-2023-09-030	\$ 15,580.14

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 WSP for an amount not to exceed \$30,350.00, which includes a base fee of \$28,500.00 and \$1,500.00 for reimbursable costs.
- (2) The Agreement so authorized shall require the Provider to provide professional consulting services pursuant to its proposal dated February 5, 2025. The contract 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 Agreement between the Township and WSP and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: March 3, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 02/13/2025

Initiated By: Chief Robert Garofalo Division/Department: Police

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Purchase of four (4) Motorola APX 8000 portable radios. Purchase includes chargers, spare batteries and antennas.

SOURCE OF FUNDING:

Capital Budget Account # 405-2021-14-023

CONTRACT AMOUNT:

\$33,850.56

CONTRACT LENGTH:

Product will last over 5 years

OTHER SUPPORTING INFORMATION ATTACHED:

Special report with statement of need. Quote

S:\AGENDA INBOX (file name) _____

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head [Signature] Date _____

APPROVED FOR AGENDA OF: 03-03-2025

By: [Signature]
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: 3/3/25 Ordinance # _____ Resolution # 2025-R076

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, Motorola Solutions, Inc. is an authorized vendor under NJ State Contract 83909 N/30; and

WHEREAS, the Township needs to purchase four (4) Motorola APX 8000 All Band Portable Model 2.5 Radios to include spare chargers, spare batteries and antennas for the Police Division from Motorola Solutions, Inc. under New Jersey State Contract 83909 N/30 in the amount of \$33,850.56; and

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

Police - Acquisition of Office/Computer Equipment 405-2021-14-023
\$33,850.56

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of West Windsor authorizes the Business Administrator, Marlana A. Schmid, to purchase the above for the Police Division from Motorola Solutions, Inc. under New Jersey State Contract 83909 N/30.

Adopted: March 3, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 02/17/2025

Initiated By: Chief Robert Garofalo Division/Department: Police

ACTION REQUESTED/ EXECUTIVE SUMMARY:

The purchase technology equipment to support the police department by allowing 24-hour computer access. Additional equipment will increase efficiency of police administration and records personnel

SOURCE OF FUNDING:

Capital Accounts: 405-2013-09-014 (\$1,073.60), 405-2016-09-013 (\$396.00), 405-2020-14-025 (\$1,438.00)
405-2021-14-023 (\$13,241.58)

CONTRACT AMOUNT:

\$16,149.18

CONTRACT LENGTH:

Equipment is expected to last over 5 years

OTHER SUPPORTING INFORMATION ATTACHED:

Quote with NJ Cooperative Purchasing Alliance Contract #CK04 Subcontract #24-38

S:\AGENDA INBOX (file name) _____

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Chief Robert Garofalo [Signature] 02/17/2025
Department/Division Head _____ Date

APPROVED FOR AGENDA OF: March 3, 2025

By: [Signature]
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: 3/3/25 Ordinance # _____ Resolution # 2025-12077

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 Township needs to purchase technological equipment to support the Police Division by allowing 24-hour computer access; and

WHEREAS, SHI International Corp. is an authorized vendor of Computer Equipment & Peripherals (2024-2026) under the NJ Cooperative Purchasing Alliance Contract #CK04, Subcontract 24-38 with the County of Bergen; and

WHEREAS, the total cost of technological equipment, including printers, portable hard drives, and web cameras is \$16,149.18 and as of March 3, 2025 the Township's total aggregate spending with SHI International Corp. is as follows:

Purchase Order No.	63166	\$9,073.16
Purchase Order No.	63470	\$10,720.46
		\$19,793.62

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

Police – Acq Office/Computer Equipment	405-2013-09-014	\$1,073.60
Police – Acq Office/Computer Equipment	405-2016-09-013	\$396.00
Police – Acq Office/Computer Equipment	405-2020-14-025	\$1,438.00
Police – Acq Office/Computer Equipment	405-2021-14-023	\$13,241.58

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Business Administrator, Marlana A. Schmid, is hereby authorized to purchase technological equipment, including printers, portable hard drives, and web cameras from SHI International Corp., 300 Davidson Ave, Somerset, NJ 08873 under the New Jersey Cooperative Purchasing Alliance Contract #CK04, Subcontract 24-38 with the County of Bergen, for a total not to exceed \$35,942.80.

Adopted: March 3, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: February 13, 2025

Initiated By: Anthony Esposito **Division/Department:** Department of Public Works

ACTION REQUESTED/ EXECUTIVE SUMMARY: Approval of a Resolution authorizing an increase in the contract for Snow Removal – Salt and Sand with Morton Salt, Inc of 444 Lake Street, Suite 3000, Chicago, IL 60606. Township Council awarded by Resolution 2024-R083 on March 4, 2024. An additional \$120,000.00 is requested.

SOURCE OF FUNDING: Storm Recovery Trust 121407

CONTRACT AMOUNT: \$280,000.00 (with additional amount requested)

CONTRACT LENGTH: 2024 & 2025

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Certification of Funds

S:\AGENDA INBOX (file name) _____

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head 2/21/2025
Date

APPROVED FOR AGENDA OF: March 3 2025

By: Kerry Giblin
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: 3/3/25 **Ordinance #** _____ **Resolution #** 2025-R078

Council Action Taken:

RESOLUTION

WHEREAS, the Township Council of the Township of West Windsor authorized a contract with Morton Salt, Inc. on March 4, 2024 for Snow Removal – Salt and Sand (Resolution 2024-R083); and

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

Snow Removal – Salt and Sand 2024	105-41-251	\$80,000.00
Snow Removal – Salt and Sand 2025	105-41-251	<u>\$80,000.00</u>
	Total	\$160,000.00

WHEREAS, due to the recent snow and ice storms the Township required additional salt and sand not anticipated in the original contract; and

WHEREAS, the Chief Financial Officer has certified additional funds are available in the following account:

Storm Recovery Trust 121407	\$120,000.00
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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 contract amount to date by \$120,000.00 with Morton Salt, Inc. to an amount not to exceed \$280,000.00.

Adopted: March 3, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: November 18, 2024

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing the Chief Financial Officer to issue payments to National Railroad Passenger Corporation for the reimbursement of costs associated with the underground crossing of Amtrak rail line corridor as part of the Duck Pond Run Sewer Interceptor- Phase 2 Project. The License Agreement for the crossing requires the Township reimburse National Railroad for all costs incurred in the review, inspection and observation of the project. The use of the capital account for the payment requires authorization by resolution of Township Council.

SOURCE OF FUNDING:

<u>Original Contract Amount</u>	<i>Duck Pond Run Decommission</i>	405-2008-26 004
	<i>Sewer Extension & Pump Station Improvements</i>	405-2022-08 017
<u>Additional Source of Funding</u>	<i>Sewer Extension & Pump Station Improvements</i>	405-2023-09 021

CONTRACT AMOUNT:

<i>Original Contract Amount:</i>	\$ 50,000.00
<i>Contract Amendment #1:</i>	\$120,000.00
<i>Contract Amendment #2:</i>	\$ 10,000.00
<i>Final Contract Amount:</i>	\$180,000.00

CONTRACT LENGTH: Until project completion

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Engineer's Memorandum
Map	Certification of Funds

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

	<u>2/19/25</u>
Department/Division Head	Date

APPROVED FOR AGENDA OF: March 3, 2025

By: Kerry Gubler
Marlena Schmid, Business Administrator

MEETING DATE: 3/3/25 Ordinance # _____ Resolution # 2025-R029

Council Action Taken:

RESOLUTION

WHEREAS, the Township has entered into a License Agreement with National Railroad Passenger Corporation for the project known as Duck Pond Run Sewer Interceptor – Phase 2 for the required crossing of the Amtrak railroad tracks and corridor, which are under the control of National Railroad Passenger Corporation; and

WHEREAS, the License Agreement with National Railroad Passenger Corporation for the crossing requires payment of costs incurred by National Railroad Passenger Corporation for review, inspection and observation of all work related to the Project; and

WHEREAS, there is a need for additional funding for payment of costs incurred; and

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

Sewer Extension & Pump Station Improvements	405-2023-09 021	\$10,000.00
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NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that National Railroad Passenger Corporation is authorized to be reimbursed for costs incurred per the License Agreement associated with the project known as Duck Pond Run Sewer Interceptor – Phase 2.

Adopted: March 3, 2025

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: February 14, 2025

Initiated By: John Mauder/Kerry Giblin Division/Department: Finance/Administration

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Requesting a Resolution authorizing the revision to the Statutory Budget Deadlines set forth within Local Finance Notice LFN 2024-20 issued by the Division of Local Government Services and as approved by the Local Finance Board

SOURCE OF FUNDING:

N/A

CONTRACT AMOUNT:

N/A

CONTRACT LENGTH:

Calendar Year 2025

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Local Finance Notice LFN 2024-20
Memo from CFO recommending a resolution to adopt revised budget introduction and adoption dates

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Kerry Giblin Kerry Giblin

Department/Division Head

Date: February 21, 2025

APPROVED FOR AGENDA OF: March 3 2025

By: Kerry Giblin
Kerry Giblin, Special Assistant to Administration

MEETING DATE: 3/3/25 Ordinance # _____ Resolution # 2025-2080

Council Action Taken:

RESOLUTION

WHEREAS, the Division of Local Government Services, Local Finance Board, as authorized by N.J.S.A. 40A:4-5.1 has authorized revisions to the statutory budget deadlines as set forth in Local Finance Notice LFN 2024-20 dated December 18, 2024; and

WHEREAS, the revised dates set forth in LFN 2024-20 are as follows:

<u>Budget Introduction & Adoption</u>	<u>Statutory Date</u>	<u>Revised Date</u>
Municipal introduction and approval of budget	2/10	3/31*
Municipal adoption	3/20	4/30*

*or the date of the next regularly scheduled meeting of the governing body.

WHEREAS, to avail the Township of these revised dates, the governing body must adopt a resolution by no later than March 31, 2025 to extend the introduction and adoption date of the 2025 municipal budget and increase temporary budget appropriations as may be necessary due to the extension;

NOW, THEREFORE, BE IT RESOLVED by the West Windsor Council of the Township of West Windsor, County of Mercer, that the Township of West Windsor hereby avails itself of the revised municipal budget introduction and adoption dates for the 2025 calendar year as follows:

Budget Introduction Date: Extended to March 31, 2025
 Budget Adoption Date: Extended to April 30, 2025

BE IT FURTHER RESOLVED that the temporary budget appropriations are hereby extended as may be necessary to accommodate this extension of the budget introduction and adoption dates.

BE IT FURTHER RESOLVED that the Chief Financial Officer, John V. Mauder, is directed to submit a certified copy of this resolution to the Director of the Division of Local Government Services using the Financial Automation Submission Tracking (FAST) system, as required by Local Finance Notice LFN 2024-20.

Adopted: March 3, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of March, 2025.

Allison D. Sheehan
 Township Clerk
 West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: January 7, 2025

Initiated By: Sgt. Kevin Loreucci Division/Department: Police

ACTION REQUESTED/ EXECUTIVE SUMMARY: An ordinance to amend Chapter 168 of Township Code to establish a temporary no-parking zone for specific locations, dates and times when necessary to accommodate construction operations, delivery activities or public celebrations so as to avoid hazards and dangerous conditions, provide for the safe and free flow of traffic and/or otherwise ensure the safety of the public.

SOURCE OF FUNDING: N/A

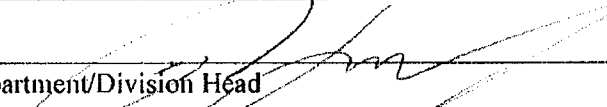
CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

- Ordinance
- Request Letter
- Traffic Sergeant Memo

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


 Department/Division Head _____ Date 1/7/25

APPROVED FOR AGENDA OF: March 3 2025

By: Kimmy Giblin

 Marlena Schmid, Business Administrator

MEETING DATE: 3/3/25 **Ordinance #**2025-02 **Resolution #** _____

Council Action Taken:

TOWNSHIP OF WEST WINDSOR
MERCER COUNTY, NEW JERSEY

ORDINANCE NO. 2025-02

AN ORDINANCE TO AMEND AND SUPPLEMENT
CHAPTER 168, "TRAFFIC AND PARKING," OF THE
REVISED GENERAL ORDINANCES
OF THE TOWNSHIP OF WEST WINDSOR TO ADD
CHAPTER 168-20.1 SCHEDULED NO-PARKING ZONES

BE IT ORDAINED, by the West Windsor Township Council, County of Mercer, State of New Jersey, that the Code of West Windsor Township, be amended and supplemented as follows:

SECTION I.

CODE OF THE TOWNSHIP OF WEST WINDSOR, NEW JERSEY

PART II: GENERAL LEGISLATION

CHAPTER 168: TRAFFIC AND PARKING

Article III: Parking Regulations is amended add the following text underlined:

Chapter 168-20.1 Scheduled no-parking zones

- A. The Chief of Police, or his designee, is authorized to prohibit parking on specific streets and/or parking lots, or parts thereof, in order to establish a temporary no-parking zone for specific locations, dates and times when necessary to accommodate construction operations, delivery activities, special events or public celebrations so as to avoid hazards and dangerous conditions, provide for the safe and free flow of traffic and/or otherwise ensure the safety of the public.
- B. When a temporary no-parking zone has been scheduled, the Chief of Police, or designee, shall cause to be posted no-parking signs on the streets and/or parking lots, or parts thereof, where the temporary no-parking zone is to be established. Said signs shall clearly state "No Parking" and the date and time when parking will be prohibited and shall be posted not less than 12 hours prior to the temporary no-parking zone's effective date and time.
- C. When and where practical and feasible after a temporary no-parking zone has been scheduled, notice of the temporary no-parking zone's location, date and time shall also be disseminated via additional forms of public notification, such as door-to-door distribution, posting on the municipal website, or transmission via the

municipal phone/email/text alert system. Such alternative notification methods shall not be a substitute for the posting of signs.

- D. Any unoccupied vehicle parked or standing in violation of this article shall be deemed a nuisance and a menace to the safe and proper regulation of traffic, and any police officer may provide for the removal of such vehicle, provided that all the provisions regarding the posting of no-parking signs and/or notices contained in this article have been followed. The owner shall pay the costs of the removal and storage which may result from such removal before regaining possession of the vehicle.

SECTION II

In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

SECTION III.

This ordinance shall take effect upon final passage and publication in accordance with the law.

INTRODUCTION:

PLANNING BOARD:

PUBLIC HEARING:

ADOPTION:

MAYORAL APPROVAL:

EFFECTIVE DATE:

MEMORANDUM

DATE: 01/07/2025

TO: Marlena Schmid, Business Administrator

FROM: Sgt. Kevin Loretucci #476 - WWPD Traffic Sergeant

RE: Request for Addition of Scheduled No-Parking Zone Ordinance

I am seeking an Ordinance to amend Chapter 168 of Township Code to establish temporary no-parking zones in the interest of public safety. I am recommending this addition to authorize the Chief of Police, or his/her designee, to prohibit parking on specific streets and/or parking lot, or parts thereof, in order to establish a temporary no-parking zone for specific locations, dates and times when necessary to accommodate construction operations, delivery activities or public celebrations so as to avoid hazards and dangerous conditions, provide for the safe and free flow of traffic and/or otherwise ensure the safety of the public.

When a temporary no-parking zone has been scheduled, the Chief of Police, or designee, shall cause to be posted no-parking signs on the streets and/or parking lots, or parts thereof, where the temporary no-parking zone is to be established. Said signs shall clearly state "No Parking" and the date and time when the parking will be prohibited and shall be posted not less than 12 hours prior to the temporary no-parking zone's effective date and time.

When and where practical and feasible after a temporary no-parking zone has been scheduled, notice of the temporary no-parking zone's location, date and time shall also be disseminated via additional forms of public notification, such as door-to-door distribution, posting on the municipal website, or transmission via the municipal phone/email/text alert system. Such alternative notification methods shall not be a substitute for the posting of signs.

This ordinance would add to existing temporary parking regulations under local ordinance 168-20. Should you have any questions or comments, please do not hesitate to contact me.

Respectfully,

Sgt. Kevin Loretucci #476

Sgt. Kevin Loretucci #476

§ 168-20. Parking prohibited during state of emergency.

- A. Upon the declaration of an emergency, there shall be no parking upon streets or sections of streets where temporary emergency no-parking signs are displayed. The Chief of Police or, in the Chief of Police's absence, the ranking police officer is authorized to declare an emergency and to direct the posting of emergency no-parking signs when weather conditions, accidents, fires and public celebration dictate or require the avoidance of hazards or other conditions which interfere with the free flow of traffic. Notification the emergency no-parking signs are being or will be posted shall be given to the operator or owner of any vehicle which has been parked prior to the posting of the signs.
- B. Any unoccupied vehicle parked or standing in violation of this section shall be deemed a nuisance and a menace to the safe and proper regulation of traffic and any police officer may provide for the removal of such vehicle. The owner shall pay the reasonable costs of removal and storage which may result from such removal before regaining possession of the vehicle.
- C. The effectiveness of this section is contingent upon the signs being erected as required by law.