

# TOWNSHIP OF LAWRENCE

## Office of the Municipal Manager

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## **MEMORANDUM**

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TO: Township Council

FROM: Richard S. Krawczun, Municipal Manager

DATE: February 15, 2013

### **UPCOMING MEETING**

#### **UPCOMING MEETING 2/19/2013**

##### Presentations

The Municipal Court Judge and Chief of Police will present their 2013 municipal budget requests.

An appeal hearing on the denial of a towing license for Mother's Recovery, Incorporated will be conducted.

##### Awarding or Rejection of Bids

There are no bid awards or rejections for consideration.

##### Introduction of Ordinances

There are two ordinances for introduction.

Ordinance 9-A authorizes the sale of Township owned property on Meriline Avenue by public auction. Bidders at the auction must be contiguous property owners. The successful bidder will be required to consolidate the parcel with their contiguous property. The purchased parcel will be restricted from being subdivided or utilized for construction of an additional dwelling. The successful bidder, in addition to the purchase price, will be responsible for paying the first \$1,000 of legal fees incurred by Lawrence Township.

Ordinance 9-B authorizes the sale of four (4) Township owned parcels to contiguous property owners by public auction. The successful bidder may combine the purchased parcel with an adjoining lot for the purpose of creating a buildable lot. In addition to the purchase price the bidder will be responsible for paying the first \$500 of legal fees incurred by Lawrence Township.

### Adoption of Ordinances

There is one ordinance for adoption.

Ordinance 10-A amends the ordinance that establishes recreation fees. The change for the fee to use athletic fields will remain at the set hourly rate but will have a limit of \$2,000 per month for a single user scheduled on multiple dates.

### Manager's Report

Discussion of 2013 recommended budget.

### Resolutions

The agenda includes routine administrative authorizations as well as resolutions providing for refunds, bond releases and acceptances.

Resolution 17-A authorizes the transfer of unexpended 2012 Snow Removal appropriations to the Snow Removal Trust Fund. The amounts are Salary and Wages \$27,715 and Other Expenses \$16,900.

Resolution 17-B authorizes Lawrence Township to enter into a cooperative purchasing agreement with the Middlesex Regional Educational Services Commission. Participation in the Commission will make available to Lawrence Township the ability to purchase goods and services at reduced pricing. The first commodity planned to be purchased is electricity.

Resolution 17-C authorizes the installation of two (2) bus stops along Quakerbridge Road adjacent to the Lawrence Square Village housing complex. Due to Quakerbridge Road being under the jurisdiction of Mercer County, the Board of Freeholders will also be required to approve the locations.

Resolution 17-H authorizes renewal of the agreement between Mercer County and Lawrence Township for the purpose of continuing the Township's participation in the County Cooperative Purchasing program.

Resolution 17-J amends the 2013 temporary budget. The authorization will provide funding for that period of time until the final adoption of the 2013 budget.

Resolution 17-K authorizes the transfer of funds between 2012 budget appropriations.

Resolution 17-L appoints the firm of Borden Perlman Insurance Company as risk

management consultant as required by the Township's participation in the newly joined Garden State Municipal Joint Insurance Fund. The risk management fee is \$20,325 and is seven percent (7%) of the JIF assessment. Funding is available from the appropriation for general liability and worker compensation. This new structure replaces commissions that would have been paid under the previous self-insurance program.

Resolution 17-N amends the 2012 professional services contract of David Roskos for the providing of legal services on various township matters. The amount of the increase is \$7,700 apportioned as follows; \$1,500 for tax appeal matters, \$1,200 for open space and \$5,000 for affordable housing issues. The new contract maximum is \$223,600. Funding is available from the 2012 appropriation for Legal Services Other Expenses and respective Trust Funds.

Resolution 17-O authorizes a professional services contract to Harry Haushalter, Esquire for the providing of Special Counsel legal services in conflict matters regarding tax appeals.

Resolution 17-P amends the 2012 professional services contract of Genova, Burns & Giantomasi for the providing of legal services on labor matters. The amount of the increase is \$15,000 and the new contract maximum is \$100,000. Funding is available from the 2012 appropriation for Legal Services Other Expenses.

Please feel free to contact me should you have any questions about the agenda or any other matter.