

TOWNSHIP OF LAWRENCE

Office of the Municipal Manager

2207 Lawrence Road

Lawrenceville, New Jersey 08648

MEMORANDUM

TO: Township Council

FROM: Richard S. Krawczun, Municipal Manager

DATE: April 1, 2016

UPCOMING MEETING

UPCOMING MEETING 4/5/2016

Awarding, Amending and/or Rejecting of Bids

There are two bid awards and no rejection of bids.

Resolution 9-A authorizes an award of bid to Ashley Construction Enterprises, Incorporated of Vineland, New Jersey for the rehabilitation of 301 Talon Court. The amount of the bid award is \$10,287. Funding is available through Affordable Housing Economic Stability Grant Program.

Resolution 9-B authorizes an award of bid to Thor Construction Group, LLC. for site improvements at Carriage Park. The amount of the bid award is \$155,772.00. Funding is available from previously deposited bonding monies for said site improvements. The bond funds were pledged by the previous developer of the project. These funds are being held on reserve and the project is not being charged to the budget or any previously adopted capital improvement ordinance

Introduction of Ordinances

There are two ordinances for introduction.

Ordinance 10-A authorizes an amendment to the salary ordinance for the position of Chief of Police. The amendment will apply the identical increase in the Cost of Living Adjustment as was awarded to the police officers through collective bargaining.

Ordinance 10-B deletes an authorized handicapped parking space at 750 Puritan Avenue.

Adoption of Ordinances

There are five ordinances for adoption.

Ordinance 11-A authorizes the establishment of an “appropriation CAP Bank”. The municipal budget law permits a governing body to adopt a CAP bank ordinance up to 3.5% in order to retain authorization to increase appropriations in the current budget year or either of the two subsequent budget years. The CAP rate for 2016 is 0%. The statute limits appropriation increases to 2.5 % or the Cost of Living Adjustment whichever is less. The additional authorization does not impact the current tax rate or require actual cash reserves it is simply retained authority for future use.

Ordinance 11-B authorizes various capital improvements with an aggregate cost of \$1,636,015 and permits the issuance of \$1,486,015 in bonds or notes. The ordinance includes \$150,000 in funds that provide for a cash payment toward the authorized improvements, this is in excess of the statutory requirement of a minimum down payment of five-percent (5%) of the amount of bonds or notes authorized. Providing a higher funded amount toward the improvements in excess of the minimum required reduces the amount of debt to be issued.

Ordinance 11-C authorizes various road improvements with an aggregate cost of \$1,425,000 and permits the issuance of \$1,325,000 in bonds or notes. The ordinance includes \$100,000 in funds that provide for a cash down payment. In addition, any funds authorized to be received as a grant award from the New Jersey Transportation Trust Fund will be applied to the cost of repairs for Fackler Road and result in a reduction in the amount of funds to be borrowed.

Ordinance 11-D amends a previously adopted bond ordinance, 2020-09, to authorize an additional purpose for which bond proceeds may be applied. The additional purpose is fence replacement and fence repairs at the Lawrence Township municipal building.

Ordinance 11-E amends a previously adopted bond ordinance to authorize an additional purpose for which bond proceeds may be applied. The additional purpose is improvements to Province Line Road.

Resolutions

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

Resolution 18-A authorizes an amendment to the 2016 temporary budget.

Resolution 18-E authorizes an amendment to the contract of ADP, Incorporated for the costs associated with the processing of employee W-2's for calendar year 2015. The amount of the amendment is \$2,300. The new contract maximum is \$22,300.00.

Resolution 18-F authorizes a contract with Primepoint HRMS & Payroll of Mount Holly, New Jersey for the preparation of “Form 1095C” to be provided to employees as required by the Affordable Care Act. The amount of the contract is \$6,168. Funding is available from the appropriation for Employee Group Health.

Resolution 18-G authorizes a grant application to be made to the State of New Jersey for the 2016 Community Stewardship Incentive Program Hazard Mitigation of Ash Trees. The application for funding is in the amount of \$25,000 and requires a one-hundred percent (100%) match from the Township. The matching funds will be made available from the appropriation in the 2016 municipal budget for Ash Tree Hazard Mitigation/Replacement Program Other Expenses.

Resolution 18-M authorizes the acceptance of a grant award from the New Jersey Division of Highway Traffic Safety Click It or Ticket 2016 program. Grant proceeds will be used for the cost of Police Officer overtime for seat belt use enforcement.

Resolution 18-M authorizes the submission of a grant application to the New Jersey Division of Highway Traffic Safety Click It or Ticket 2016 program. The amount of the application is \$5,000. Grant proceeds will be used for the cost of Police Officer overtime to seat belt enforcement.

Resolution 18-P authorizes a professional services agreement, subject to the approval of the Planning Board, with Utility Engineers, PC of Drums, Pennsylvania for providing services as an electrical design consultant. The amount of the contract is \$5,000. Funding will be made available from applicant escrow fees.

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