

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: August 12, 2016

UPCOMING MEETING

UPCOMING MEETING 8/16/2016

Awarding, Amending and/or Rejecting of Bids

There is one bid rejection.

Resolution 9-A authorizes the rejection of a single bid submitted for the construction of the Central Park Maintenance Facility building due to the bid amount being in excess of engineer's estimate and available appropriation.

Introduction of Ordinances

There is one ordinance for introduction.

Ordinance 10-A authorizes a capital appropriation and the issuance of \$95,000 of debt for the construction of an inclusionary playground in Central Park.

Adoption of Ordinances

There are two ordinances for adoption.

Ordinance 11-A amends/replaces the section of the Lawrence Township Administrative Code entitled "Motor Vehicles and Traffic". After a review of all Township roadways, in particular those streets that were private and were turned over to municipal jurisdiction, it was determined that there existed roadways that needed to be codified by ordinance as "through streets" and "stop intersections". This amendment will identify all streets applicable to Township jurisdiction, simply an update.

Ordinance 11-B authorizes the appropriation of \$10,624 from the General Capital Fund Balance for the purchase of police body armor. The authorized expenditure will not create any additional debt, the purchase is fully funded.

Resolutions

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

Resolution 18-A authorizes the adoption of a fully revised Lawrence Township employee handbook.

Resolution 18-B authorizes the entering into an agreement for the use, jurisdiction and maintenance of the recreation facility known as the former Twin Pines Airport, which is now jointly owned by Hopewell and Lawrence Townships. The resolution will further authorize the expenditure of funds in the amount of \$133,396.33 from the Lawrence Township Municipal Open Space Trust Fund for the reimbursement of all final expenses relating to the acquisition and improvement of the facility.

Resolution 18-H amends the professional services contract of Clarke Caton Hintz represented by Philip B. Caton, PP, AICP for the providing of professional planning services on the matter of affordable housing. The amount of the increase is \$15,000 and the new contract maximum is \$101,000. Funding is available from the Affordable Housing Trust Fund.

Resolution 18-I amends the professional services contract of Elizabeth C. McKenzie, P.P., P.A. for professional services as a Development Specialist for the court in the matter of Third Round Housing Element and Fair Share Plan proceedings. The amount of the contract is \$6,500. Funding is available from the Affordable Housing Trust Fund.

Resolution 18-L authorizes the cancellation of a grant account receivable balance and the offsetting reserve in the amount of \$3,600. The receipt was previously authorized as a "Chapter 159" resolution when the revenue should have been posted to an existing accounts receivable. Adoption of the "Chapter 159" duplicated the receivable.

Resolution 18-M authorizes the cancellation of the balance for "Reserve for Payment of Debt – Ordinance 1905-06" in the amount of \$33,984.22 carried on the balance sheet of the General Capital Fund. This resolution will further authorize the reallocation of said balance to the account "Payment for Future Debt Service Costs" within the same fund.

Resolution 18-N authorizes certification that the members of the Lawrence Township Council have reviewed at a minimum the Annual Report of Audit/Comprehensive Annual Financial Report (CAFR) and specifically the "Comments and Recommendations".

Resolution 18-U amends the professional service contract of Mason, Griffin & Pierson represented by Edwin Schmierer, Esquire for the providing of legal services as substitute Attorney to the Lawrence Township Planning Board. The amount of the increase is \$9,000. The new contract maximum is \$12,200.

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