

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: December 2, 2016

UPCOMING MEETING

UPCOMING MEETING 12/6/2016

Awarding, Amending and/or Rejecting of Bids

There are seven contract awards and one contract change order.

Resolution 9-A authorizes an award of bid to Rich Tree Service, Incorporated of South Plainfield, New Jersey for the removal of forty (40) Ash Trees and stumps on Province Line Road and Dix Lane. The amount of the award is \$15,300. Funding is available from the appropriation for Ash Tree Hazard Mitigation/Replacement Program, Other Expenses.

Resolution 9-B authorizes a bid award to Golden Crown Contractors of Yardville, New Jersey for rehabilitation work at 1319 Colts Circle. The property is owned by Lawrence Township and is included in the inventory of affordable housing units. Once rehabilitated the property will be sold to an income eligible buyer. The amount of the contract is \$4,565. Funding is available from the Lawrence Township Affordable Housing Rehabilitation Grant program.

Resolution 9-C amends the contract of Strober-Wright Roofing, Incorporated for roof and masonry repairs to the Department of Public Works building. The amount of the change order is \$533.19. The new contract amount is \$385,433.19. Funding is available from the capital improvement ordinance that authorized said project.

Resolution 9-D authorizes an award of bid to Mazza Mulch, Incorporated of Tinton Falls, New Jersey for the removal of forty-nine (49) Ash Trees and stumps on the following roads; Morrell Road, Canal View Drive, Flannigan Street, Vaccaro Road, Baker Street, Tamar Court, Mink Court, Anthony Lane, Dayna Lane, Bergen Street and Province Line Road. The amount of the award is \$11,764. Funding is available from the appropriation for Ash Tree Hazard Mitigation/Replacement Program, Other Expenses.

Resolution 9-E authorizes an award of bid to Sussman Enterprises, Incorporated of Brigantine, New Jersey for the replacement of removed Ash Trees on the following roads;

Morrell Road, Canal View Drive, Flannigan Street, Baker Street, Tamar Court, Mink Court, Anthony Lane and Dayna Lane. The amount of the contract is \$16,430. Funding is available from the appropriation for Ash Tree Hazard Mitigation/Replacement Program, Other Expenses.

Resolution 9-F authorizes the award of bid to Vital Communications of Trenton for the providing of on-line data processing services for tax collection and tax assessment records. The bid award is for three (3) years, 2017 through 2019. The aggregate three year total is \$133,104. Funding will be appropriated at the time of budget adoption of each respective fiscal year.

Resolution 9-G authorizes a five (5) year lease of Township owned farm land in Carson Woods to Cherry Grove Farm. The lease period is for the years 2017 through 2021. The aggregate lease amount is \$1,000.

Resolution 9-H authorizes an award of bid to Mazza Mulch, Incorporated of Tinton Falls, New Jersey for the removal of sixteen (16) trees and stumps on the following roads and/or locations; Van Kirk Road, Cold Soil Road, Eggert Crossing Road, Darrah Lane, Whitemarsh Drive, Hoover Avenue, Pine Street, Lake Drive, the Municipal Building and Veteran's Park. The amount of the award is \$14,852. Funding is available from the appropriation for Streets and Roads, Other Expenses.

Introduction of Ordinances

There are no ordinances for introduction.

Adoption of Ordinances

There are four ordinances for adoption.

Ordinance 11-A amends the "Motor Vehicles and Traffic" section of the Lawrence Township Administrative Code in order to remove handicapped parking spaces at the following locations; 2099 Princeton Pike, 933 Lanning Avenue, 135 Slack Avenue, 14 Titus Avenue and 950 Lanning Avenue.

Ordinance 11-B authorizes an amendment to the Lawrence Township Land Use Ordinance that will change the Limited Industrial (L1) district along Princess Road to Mixed Use 3 (MX-3). The amendment will expand permitted uses and clarify the inclusion of medical offices. The new uses to be permitted will be call centers, printing establishments, indoor and outdoor recreation, leisure activities, flex space, construction supply houses and beverage manufacturing. This last use will include bottling operations, brewery, winery and distilleries to offer tastings and retail sale of the products. The Planning Board has found the proposal to be consistent with the Lawrence Township Master Plan.

Ordinance 11-C authorizes an amendment to the Lawrence Township Land Use Ordinance to provide standards with raising and keeping chickens on residential lots. The Planning Board has found the proposal to be consistent with the Lawrence Township Master Plan.

Ordinance 11-D establishes and authorizes salaries for unclassified and exempt employees for 2017.

Resolutions

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

Resolution 18-A authorizes the 2017 meeting dates of Township Council.

Resolution 18-B authorizes a professional services agreement to Van Cleef Engineering Associates for the purpose of updating 2016 tax maps. The amount of the contract is \$2,850. Funding is available in the appropriation for Engineering, Other Expenses.

Resolution 18-C authorizes adoption of the Mercer County Multi-Jurisdictional Hazard Mitigation Plan as the official plan of Lawrence Township.

Resolution 18-E supports the waiver of a road "Opening Permit" for Bunker Hill Road that is under a moratorium until July 18, 2018. The need for the waiver is to facilitate the installation of an new 69kv electrical supply line by Public Service Electric and Gas (PSE&G). In exchange for the waiver PSE&G will repave the full width of the roadway fifty feet in each direction of the trench, install curbing on their property opposite the sub-station and a video will be recorded to memorialize conditions.

Resolution 18-F authorizes the reappointment of Susan McCloskey as Lawrence Township Municipal Tax Collector effective January 1, 2017.

Resolution 18-J authorizes cancellation of an unexpended appropriation balance for Ash Tree Hazard Mitigation/Replacement Program, Other Expenses in the amount of \$10,000. The cancelled balance will be credited to "surplus" and a like amount will be anticipated as surplus revenue in the 2017 budget and again appropriated toward the same program in 2017. The action causes no impact on taxation.

Resolution 18-M authorizes support of Senate Bill S-2254 and Assembly Bill A-3821 which seeks the reaffirming of the legislative intent of the Fair Housing Act with the purpose of clarifying that a municipalities' affordable housing share is the sum of present and prospective needs and excludes a previous "gap period" from 1999 to the present.

Resolution 18-O authorizes the appointment of Jennifer Carabelli, CTA as Deputy Tax Assessor effective December 31, 2016. The term of appointment shall be from July 1, 2017 through June 30, 2021 in accordance with State statute.

Resolution 18-P amends the professional service contract of Van Cleef Engineering Associates for the providing of inspection services associated with Planning Board and Zoning Board projects. The amount of the increase is \$25,000. The new contract maximum is \$137,500. Funding is available from site plan review and inspection escrow fees.

Resolution 18-Q amends the Lawrence Township policy that created eligibility standards for receipt of health benefits previously established at working thirty-five (35) hours per week to thirty hours (30) per week. The thirty-five (35) hour work week is in conflict with the Affordable Care Act which establishes full time work at thirty (30) hours per week. Resolution 18-S authorizes the transfer of funds between 2016 budget appropriations.

Resolutions 18-T and 18-U are “Chapter 159” resolutions authorizing an amendment to the 2016 adopted municipal budget by anticipating grant revenues and authorizing appropriations in the following amounts; \$10,000 from Mercer County for Emergency Management Agency Assistance and \$10,349.03 from the State of New Jersey for Drunk Driving Enforcement.

Resolution 18-V designates bus stops on Franklin Corner Road, Princeton Avenue and Quakerbridge Road.

Resolution 18-W reestablishes bus stops along township roads and adds one new bus stop on Princeton Pike near the Bristol Myers Squibb facility. New Jersey Transit requested the reauthorization of previously designated bus stops.

Resolution 18-X authorizes the cancelation of grant receivable balances on expired grant programs.

Resolution 18-BB authorizes an amendment to the professional services agreement of Clarke Caton Hintz represented by Philip B. Caton, PP, AICP for the providing of planning consulting services to the Lawrence Township Planning Board. The amount of the amendment is \$7,000 and the new contract maximum is \$108,000. Funding is available from applicant escrow fees.

Resolution 18-CC authorizes an amendment to the professional services agreement of Phoenix Advisors, LLC for the providing of continuing financial disclosure services. The amount of the amendment is \$200 and the new contract maximum is \$1,150. Funding is available from the appropriation for Financial Administration, Other Expenses.

Resolution 18-DD authorizes the Mayor to sign an agreement with the New Jersey Department of Environmental Protection for the extension of sewer service to the recently approved Hilton Gardens Inn on Lenox Drive.

Resolution 18-EE authorizes the purchase of one (1) four (4) ton asphalt hot patcher from McGrath Municipal Equipment of Springfield, New Jersey in the amount of \$29,987. Funding is available from a capital improvement ordinance that authorized the purchase of equipment.

Resolution 18-FF authorizes an amendment to the professional services agreement of Eckert Seamans Cherin & Mellott, LLC represented by David M. Roskos, Esquire for the providing of legal services to Lawrence Township. The amount of the amendment is \$45,000 and the new contract maximum is \$260,000. Funding is available from the appropriation for Legal Services, Other Expenses.

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