

# TOWNSHIP OF LAWRENCE

## Office of the Municipal Manager

2207 Lawrence Road

Lawrenceville, New Jersey 08648

## **MEMORANDUM**

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TO: Township Council

FROM: Richard S. Krawczun, Municipal Manager

DATE: February 19, 2016

### **UPCOMING MEETING**

#### **UPCOMING MEETING 2/23/2016**

##### Special Presentation

The following Department Directors will present their 2016 municipal budget requests:

Kevin P. Nerwinski, JMC, Municipal Court  
Carol Chamberlain, Director of Health  
Gregory Whitehead, Director of Public Works

##### Awarding, Amending and/or Rejecting of Bids

There are no bid awards or rejection of bids.

##### Introduction of Ordinances

There are two ordinances for introduction.

Ordinance 10-A authorizes an amendment to the Lawrence Township Administrative Code regulating fees. The amendment will authorize an increase in Recreation Program fees for the following: Art/Theater Camp, Art Winter Camp, Competitive Basketball, Youth Basketball, Summer Playground Camps, Sport Camps, Swim Team, Youth Tennis Instruction, Travel Camp and the permit fee for Picnic/Park/Facilities.

Ordinance 10-B authorizes an amendment to Capital Ordinance 1933-07 to add a permitted purpose for which bond proceeds could be applied. The added purpose are improvements to Litho Road.

##### Adoption of Ordinances

There are no ordinances for adoption.

## Resolutions

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

Resolution 18-A establishes the hours of operation of the Tax Assessor's Office and the work hours of the Tax Assessor. The office hours will be 8:30 A.M. to 4:30 P.M. Monday through Friday. The hours of the Tax Assessor will be a thirty-five hour work week. N.J.S.A. 40A:9-14 permits the setting of the work hours of the Tax Assessor but not the specific times of day that the Assessor must work.

Resolution 18-B authorizes a one-year agreement with The College of New Jersey Employee Assistance Program in the amount of \$4,107.00.

Resolution 18-C authorizes a professional services agreement between Lawrence Township and Neil Yoskin, Esquire of Sokol Behot, LLC. to serve as Attorney to the Lawrence Township Planning Board.

Resolution 18-D authorizes a professional services agreement between Lawrence Township and The Noise Consultancy, LLC of Flemington, New Jersey represented by Eric Zwierling for acoustical consulting to the Lawrence Township Planning Board. The amount of the contract is \$15,000. Funding will be available from applicant escrow fees.

Resolution 18-E authorizes a professional services agreement between Lawrence Township and Philip Caton, PP, AICP of Clarke Caton Hintz to serve as Planning Consultant to the Lawrence Township Planning Board. The amount of the contract is \$86,000. Funding will be available from applicant escrow fees.

Resolution 18-F authorizes a professional services agreement between Lawrence Township and James Kochenour, P.E. of Arora and Associates to serve as Traffic Consultant to the Lawrence Township Planning Board. The amount of the contract is \$27,500. Funding will be available from applicant escrow fees.

Resolution 18-G authorizes a professional services agreement between Lawrence Township and Bruce A. Eisenstein, PhD, P.E. as Telecommunications Consultant to the Lawrence Township Planning Board. The amount of the contract is \$5,000. Funding will be available from applicant escrow fees.

Resolution 18-H authorizes a professional services agreement between Lawrence Township and Edwin Schmierer, Esquire of Mason, Griffin & Pierson to serve as substitute Attorney to the Lawrence Township Planning Board.

Resolution 18-I authorizes a change order to the contract of Van Cleef Engineering Associates in the amount of \$6,500 for the providing of engineering inspection services. The new contract maximum is \$59,000 for 2015 final expenses.

Resolution 18-J authorizes a change order to the contract of ADP, Incorporated in the amount of \$815 for the providing of payroll services. The new contract maximum is \$25,815 for 2015 final expenses.

Resolution 18-R authorizes the transfer of funds between 2015 appropriation reserves.

Resolution 18-T authorizes of the sale of personal property not needed for public use.

Resolution 18-U authorizes an agreement with French & Parrello Associates in the amount of \$3,500 for the regular inspection of the Colonial Lake Dam and as required by the New Jersey Department of Environmental Protection. Funding is available from a previously adopted capital improvement ordinance.

Resolution 18-V authorizes an agreement with Arora & Associates in the amount of \$4,140 for the conducting a traffic operational analysis at the intersection of U.S. Route 206 and Franklin Corner Road. Funding is available from the 2015 appropriation for Planning Board Other Expenses.

Resolution 18-W authorizes a change order to the contract of NDP Construction in the amount of \$1,816.10 for the providing of rehabilitation work at 217 Fountayne Lane. The new contract maximum is \$17,091. Funding is available from the 2014 Housing Rehabilitation Grant Program.

Resolution 18-Z authorizes an amendment to the 2016 Temporary Budget.

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