

# 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: July 15, 2016

### **UPCOMING MEETING**

#### **UPCOMING MEETING 7/19/2016**

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

There is one bid award change order.

Resolution 9-A authorizes a change order to the contract of Discover Construction, LLC for various concrete work. The original contract award was in the amount of \$124,095. The increase is \$10,601.89 with a new contract maximum of \$134,696.89. The amendment is due to additional work from site conditions and the adding of steps on Meadowbrook Avenue. Funding is available from various capital improvement ordinances.

##### Introduction of Ordinances

There is one ordinance for introduction.

Ordinance 10-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.

##### Adoption of Ordinances

There is one ordinance for adoption.

Ordinance 11-A amends the ordinance establishing positions and salaries for unclassified, exempt and seasonal employees. The amendment includes; addition of Park Attendant as an hourly position, adds the position of Clerk 1/Community Relations Aide, adjusts the Grade of the Municipal Court Administrator and adds the position of Assessor Trainee.

## Resolutions

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

Resolution 18-A amends the professional services contract of Van Cleef Engineering Associates for the providing of inspection services of Lawrence Township capital improvement projects. The amount of the increase is \$40,000 and the new contract maximum is \$90,500. Funding is available from various capital improvement ordinances. The need for the amendment is due to an unexpected vacancy in the position of the in-house public works inspector.

Resolution 18-B authorizes a traffic signal agreement and for the Mayor to sign such agreement between Bristol Myers Squibb and Lawrence Township. The new signal will be at the intersection of Princeton Pike and Lenox Drive North.

Resolution 18-D through 18-F certify eligibility of participation in the Length of Service Awards Program for volunteer firefighters whom are members of the Lawrence Road Fire Company, Slackwood Fire Company and Lawrenceville Fire Company. Eligibility is based upon a point system where firefighters are given credits for participation in specified activities of the respective fire companies. Firefighters that earn one-hundred twenty-five points (125) will be credited \$500 toward a retirement account in their name. The program was approved by voter referendum. The total contribution for 2015 activities to be made in 2016 is \$29,000.

Resolution 18-L authorizes named individuals to serve as a substitute Public Defender in the Lawrence Township Municipal Court.

Resolution 18-N authorizes that the due date for third-quarter tax payments be delayed until Tuesday, September 6. The mailing of third-quarter tax bills has been delayed awaiting certification of state-aid. There is a minimum of twenty-five days' notice required to taxpayers that taxes are due.

Resolution 18-O authorizes a payment of \$1,000 to Nassau Capital Advisors for the Township's continued participation as a member of the municipal consortium in the legal matter against the Fair Share Housing Center and New Jersey Builder's Association regarding affordable housing unit requirements.

Resolution 18-P authorizes the sale of public property no longer needed for public use.

Resolution 18-Q authorizes the utilization of a National Joint Purchase Alliance contract vendor for the purchase of an emergency generator for the Lawrence Township Senior Center. The amount of the purchase is \$170,639. Funding is available from a Federal Emergency Management Agency grant.

Resolution 18-R authorizes the utilization of a National Joint Purchase Alliance contract vendor for the purchase of a roll-up generator connection box at Lawrenceville Fire Company. The connection box will facilitate the attaching of a roll-up generator in the event of a failure to the main emergency generator. The amount of the purchase is \$65,890. Funding is available from a Federal Emergency Management Agency grant.

Resolution 18-V amends the professional services contract of Eckert Seamans Cherin & Mellott, LLC. represented by David Roskos, Esquire for the providing of legal services on various matters. The amount of the increase is \$35,000 and the new contract maximum is \$190,000. Funding is available from the appropriation for Legal Services, Other Expenses.

Resolution 18-W is a "Chapter 159" resolution authorizing an amendment to the 2016 adopted municipal budget by anticipating grant revenue and authorizing an appropriation in the amount of \$3,746.75 for an Alcohol Education Rehabilitation DWI grant.

Resolution 18-X authorizes the execution of a deed of easement between Aqua New Jersey and Lawrence Township for a "Deed of Well Access, Utility and Conservation Easement." The Aqua New Jersey well is located on Green Avenue.

Resolution 18-Z authorizes the sale of personal property either abandoned or seized by the Lawrence Township Police Department.

Resolution 18-BB authorizes a Professional Service Contract with Arora and Associates, PC represented by James Kochenour, PE for traffic engineering services related to the repair and resurfacing of Fackler Road. The amount of the contract is \$14,546. Funding is available from the capital ordinance authorized for this purpose.

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