

# 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 3, 2017

### **UPCOMING MEETING**

#### **UPCOMING MEETING 2/7/2017**

##### Special Presentation

Scheduled are the 2017 budget presentations for the Recreation and Public Works Departments.

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

There are no award or rejection of bids.

##### Introduction of Ordinances

There are no ordinances for introduction.

##### Adoption of Ordinances

There are three ordinances for adoption.

Ordinance 11-A establishes the special assessments for sidewalk improvements at residential locations which participated in the 2016 "concrete program". There are five locations with a total assessment due of \$5,562.50. Owners are required to repay the amounts due within five (5) years.

Ordinance 11-B authorizes a vehicle weight restriction for trucks not being in excess of four (4) tons on Carson Road.

Ordinance 11-C amends the previously adopted salary ordinance for exempt and non-classified employees to add a title inadvertently omitted from the adopted version. The title will be added to Grade 15, where it was previously included, and the top of the salary range will be increased by \$1,500.

## Resolutions

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

Resolution 18-A authorizes the appointment of David Roskos, Esquire to represent the Township of Lawrence on Tax Court matters for 2017.

Resolution 18-B authorizes the entering into a shared services agreement with Mercer County for the providing of emergency medical dispatch services for 2017. The amount of the contract is \$36,160. Funding will be made available from the final appropriation in the 2017 adopted budget for this purpose.

Resolution 18-C authorizes the Mayor to submit and sign a grant application on behalf of Lawrence Township for funding from the "Mercer at Play Program Round 2". The amount of the grant request is \$119,261.30. The grant funds will be applied to the construction of an inclusionary playground at Central Park.

Resolution 18-D authorizes the utilization of National Cooperative Purchasing Agreement for the procurement of equipment for the inclusionary playground at Central Park. The vendor is BCI Burke. The amount of the contract is \$205,272.60. Funding is available from the Open Space Trust Fund, a grant from The Lawrenceville School and the anticipated grant proceeds for the Mercer at Play Program Round 2.

Resolution 18-H authorizes an amendment to the 2017 temporary municipal budget.

Resolution 18-I authorizes an amendment to the 2016 professional service agreement with Genova, Burns, LLC for special counsel on labor matters. The amount of the amendment is \$790. The total 2016 contract was \$30,790. Funding is available from the 2016 appropriation for Legal Services, Other Expenses.

Resolution 18-J authorizes an amendment to the 2016 professional service agreement with James Kochenour, P.E. of Arora and Associates, P.C. for serving as traffic consultant to the Lawrence Township Planning Board. The amount of the amendment is \$3,700. The total 2016 contract was \$56,200. Funding is available from applicant escrow fees.

Resolution 18-K authorizes an amendment to the 2016 professional service agreement with Philip B. Caton, PP, AICP of Clarke Caton Hintz for serving as planning consultant to the Lawrence Township Planning Board. The amount of the amendment is \$7,800. The total 2016 contract was \$108,800. Funding is available from applicant escrow fees and the 2016 appropriation for Legal Services, Other Expenses.

Resolution 18-L authorizes the submission of a grant application to the New Jersey Department of Transportation for the Safe Corridors Program.

Resolution 18-O authorizes an emergency contract award to Richard T. Barrett Paving Company, Incorporated for the road repairs on Lawrence Station Road. The amount of the contract is \$33,500. Funding is currently available from the temporary budget appropriation for Streets and Roads, Other Expenses. Final funding will be made available from an amendment to a previously authorized capital improvement ordinance.

Resolution 18-P authorizes an amendment to the professional service agreement with Banc3 for the providing of engineering inspection services. The amount of the amendment is \$15,000. The new contract maximum is \$40,000. Funding for this amendment is available from previously adopted capital improvement ordinances.

Resolution 18-Q authorizes an amendment to the 2016 agreement with ADP, Incorporated for the providing of payroll services. The amount of the amendment is \$2,273. The 2016 contract total is \$22,273. Funding is available from the 2016 appropriation for Accounts and Control, Other Expenses.

Resolution 18-R authorizes the entering into a shared services agreement with Hamilton Township for the providing of health clinic services for sexually transmitted diseases for 2017.

Resolutions 18-BB through 18-DD authorize professional service contracts with the Lawrence Township Zoning Board and the following individuals/firms; Arora and Associates represented by James Kochenour, P.E. as Traffic Consultant, Clark Caton Hintz represented by Brian Slaugh, PP, AICP as Planning Consultant and Mason, Griffin & Pierson represented by Edwin Schmierer, Esquire as Zoning Board Attorney.

Resolution 18-HH authorizes the transfer of funds between remaining 2016 appropriation reserve balances.

Resolution 18-JJ authorizes an amendment to the 2016 contract award to Van Cleef Engineering Associates for the providing of engineering inspection fees. The amount of the amendment is \$3,653. The 2016 contract total is \$141,153. Funding is available from applicant escrow fees.

Resolution 18-LL authorizes an amendment to the 2016 professional service agreement with Mason, Griffin & Pierson represented by Edwin Schmierer, Esquire for providing legal services as substitute attorney to the Lawrence Township Planning Board. The amount of the amendment is \$1,600. The 2016 contract total is \$13,800. Funding is available from applicant escrow fees.

Resolution 18-OO authorizes utilization of a State Contract Vendor, Winner Ford of Cherry Hill, for the purchase of two (2) police vehicles.

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