

REGULAR MEETING  
LAWRENCE TOWNSHIP COUNCIL  
LAWRENCE TOWNSHIP MUNICIPAL BUILDING  
COUNCIL MEETING ROOM – UPPER LEVEL

February 5, 2013

The following are the Minutes of a Regular Meeting of the Lawrence Township Council that was held on Tuesday, February 5, 2013 at 6:30 P.M.

The meeting was opened with the Pledge of Allegiance, led by the Municipal Clerk.

At the commencement of the meeting Mayor Kownacki read the following statement of proper notice:

**STATEMENT OF PROPER NOTICE:** “Adequate notice of this meeting of the Lawrence Township Council being held on Tuesday, February 5, 2013 has been provided through the posting of the annual meeting schedule of said Council in accordance with Section 13 of the Open Public Meetings Act”.

The roll was then called as follows:

Present: Councilmembers Brame, Lewis, Maffei, Powers and Mayor Kownacki.  
Absent: None.

Also, in attendance were Richard S. Krawczun, Municipal Manager, and David Roskos, Municipal Attorney.

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Special Proclamations, Recognitions and Presentations

**A. Department Directors’ Budget Presentations**

Mayor Kownacki advised that this part of the Agenda will consist of various discussions from Department Directors regarding their 2013 departmental budgets, after which the Council will have an opportunity to ask questions regarding the presentation. He then turned the floor to the following Department Heads.

**Carol Chamberlain, Health Officer, Budget Presentation:**

Ms. Chamberlain greeted the Council and distributed copies of her 2012 Annual Health Report and advised that she would be providing a general overview of the Health Department's activities, programs, various services, shared services and partnerships they have with other agencies that are governed by the State Health Department and Department of Environmental Protection and things that have taken place over last year. She then proceeded with an in-depth review relative to her staff and their day-to-day functions, health inspections, shared services, inter-local agreements, cooperative purchases, grants and various health screenings and programs, as well as, her 2013 Budget request for Council's consideration.

A short question and answer period took place relative to Ms. Chamberlain's budget presentation, after which Mayor Kownacki and Council complimented Ms. Chamberlain and her staff on the wonderful job they do, especially, during emergency situations.

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**Gregory Whitehead, Director of Public Works, Budget Presentation:**

Mr. Whitehead greeted the Council and advised that he as well will be providing a general overview of each Division within the Public Works Department comprised of 32 employees and some of the programs and services provided to the community. He then proceeded with an overview of his staff and their day-to-day functions, training mandates, departmental duties and initiatives, brush collection, snow removal, capital improvement projects, operational cost and shared service associated with the compost facility, outsourcing and privatization of services, expenditures, grants, equipment maintenance and usages and shared services for each of the Divisions, that included various services and projects that were accomplished in 2012 and future cost-saving projects for 2013.

An at length question and answer session took place relative to Mr. Whitehead's presentation, after which Mayor Kownacki and Council commended Mr. Whitehead on the wonderful job he and his staff do, particularly, the in-house cleanup after Superstorm Sandy.

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**Steven Groeger, Superintendent of Recreation, Budget Presentation:**

Mr. Groeger greeted the Council and read the definition of Recreation which defines the mission of the Recreation Department to provide enjoyment, amusement and pleasure that is fun, healthy and refreshing for the mind and body of the residents. Afterwards, he distributed copies of his 2012 Recreation

Annual Report/2013 Budget Request comprised of three separate divisions; the Recreation Division, Office on Aging and Special Events, and their primary function is to provide recreational leisure activities for all the residents of Lawrence Township through those divisions and proceeded with an overview of the departmental function, online registration, program activities for boys and girls, camps, safety town program, social and special events programs, health screening, lectures and activity programs for seniors, grants and sponsorships, fees and expenditures associated with the three divisions and anticipated and generated revenues that will help create new programs and offset programmatic cost.

A short question and answer period took place relative to Mr. Groeger's presentation, after which Mayor Kownacki and Council commended Mr. Groeger for his efforts of doing more in the Recreation Department with fewer resources.

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#### Public Participation (5-minute limitation per speaker)

There was no public participation.

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#### Review and Revisions of Agenda

The Municipal Clerk advised that the Agenda needs to be amended to remove Resolution 17-L, Authorizing Amending the Professional Services Agreement for the Special Counsel for Labor Relations and add Resolution 17-R, Authorizing the Appointment to the Growth and Redevelopment Advisory Committee, and all the other items will move up on the Agenda in sequence.

On a motion by Ms. Lewis, seconded by Mr. Powers, the Agenda was amended to include the above revisions.

Same was carried on the following roll call vote:

Ayes: Councilmembers Brame, Lewis, Maffei, Powers and Mayor Kownacki.

Nays: None.

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#### Appointment to Fill the Unexpired Term on the Zoning Board of Adjustment

Mayor Kownacki advised prior to the Council Meeting the Township Council met in Closed Session to interview nominees for the vacancy on the

Zoning Board and the Council will now cast their vote for the following nomination:

ZONING BOARD – Frank Scangarella – (Regular -4-year term ending 12/31/16)

Resolution No. 88-13 was approved by the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVED	SECOND
Mr. Brame	X						X
Ms. Lewis	X					X	
Dr. Maffei		X					
Mr. Powers		X					
Mayor Kownacki	X						

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Adoption of Minutes

On a motion by Ms. Lewis, seconded by Mr. Powers, the Minutes of Regular Meeting of May 15, 2012 were approved without correction.

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Maffei, Powers and Mayor Kownacki.  
 Nays: None.  
 Abstain: Councilman Brame.

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On a motion by Mr. Powers, seconded by Dr. Maffei, the Minutes of Special Meeting of May 23, 2012 were approved without correction.

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Maffei, Powers and Mayor Kownacki.  
 Nays: None.  
 Abstain: Councilman Brame.

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On a motion by Ms. Lewis, seconded by Dr. Maffei, the Minutes of Closed Session Meeting of October 2, 2012 were approved without correction.

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis and Maffei.  
 Nays: None.  
 Abstain: Councilmembers Brame, Powers and Mayor Kownacki.

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On a motion by Ms. Lewis, seconded by Dr. Maffei, the Minutes of Closed Session Meeting of November 8, 2012 were approved without correction.

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Maffei, Powers and Mayor Kownacki.  
Nays: None.  
Abstain: Councilman Brame.

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On a motion by Mr. Powers, seconded by Dr. Maffei, the Minutes of Closed Session Meeting of December 4, 2012 were approved without correction.

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Maffei, Powers and Mayor Kownacki.  
Nays: None.  
Abstain: Councilman Brame.

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#### Awarding and/or Rejecting of Bids

Mayor Kownacki asked for comments from the public. There being none, Mayor Kownacki asked for comments from Council. There being none, public participation was closed. On a motion by Mr. Powers, seconded by Ms. Lewis, the following resolution was presented for adoption:

#### Resolution No. 87-13

WHEREAS, on Tuesday, January 15, 2013 bids were received and publicly opened for the project known as **Miscellaneous Drainage & Concrete Improvements**; and

WHEREAS, thirteen (13) bids were received and reviewed by the appropriate Township Officials; and

WHEREAS, the lowest responsible bidder was All Surface Asphalt Paving, Inc. who submitted a bid in the amount of \$16,800.00; and

WHEREAS, in accordance with N.J.A.C. 5:50-14, a Certificate of Availability of Funds has been provided and the account to be charged is C-04-55-368-242; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, that pursuant to the recommendations of the Municipal Engineer, the Mayor and Municipal Clerk are hereby authorized to execute a contract with All Surface Asphalt Paving, Inc., 528 Hardenberg Avenue, Point Pleasant NJ 08742 and

BE IT FURTHER RESOLVED that the Municipal Manager is hereby authorized to draft the necessary agreement, subject to the approval of the Municipal Attorney as to form and content thereof.

Same was carried on the following roll call vote:

Ayes: Councilmembers Brame, Lewis, Maffei, Powers and Mayor Kownacki.  
 Nays: None.

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Introduction of Ordinances

Mayor Kownacki read by title an ordinance entitled, "AN ORDINANCE AMENDING ORDINANCE NO. 2139-12 ENTITLED AN ORDINANCE AMENDING CHAPTER 6A, "FEES: THE CONSOLIDATED LICENSE, PERMIT AND FEE CHAPTER' OF THE LAWRENCE TOWNSHIP ADMINISTRATIVE CODE – Recreation Fees"

Mr. Krawczun stated that the Ordinance amends the Fee Ordinance for the purpose of creating a maximum amount charged for the use of rental fees for athletic fields to \$2000 per user for multiple dates during one calendar month, as Mr. Groeger explained during his budget report, because when they reviewed the set hourly rate they found that it discouraged organizations from participating because of the fees were too high; so, by setting a maximum fee it will not only generate revenue but economically benefit other activities in the community.

The Ordinance was introduced and approved on the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Brame	X						X
Ms. Lewis	X						
Dr. Maffei	X					X	
Mr. Powers	X						
Mayor Kownacki	X						

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Adoption of Ordinances

There was no adoption of ordinances.

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**Manager's Report –**

Mr. Krawczun submitted invoice listings for the month of January 2013 in the amount of \$1,943,722.66.

**A. Discussion of the 2013 Municipal Budget**

Prior to the discussion of the 2013 Municipal Budget, Mr. Krawczun stated although he meets once a week with all the Department Directors he is often amazed during the budget presentations of the things that have to get accomplished and the high degree of efficiency and professionalism in which they execute their duties and he feels it is very important that the Directors be recognized for sharing ideas and resources and cooperating with one another just as their staff does and he would like to publicly thank them for that because they make his job tremendously easier and they serve the residents of the community extremely well.

Mr. Krawczun distributed copies of the 2013 Municipal Budget Report to the Council and proceeded with an in-depth review of the following reports: Regeneration of Surplus 2008-2012, Availability of Surplus and Surplus Used in Budget Year, Net Valuation Taxable (in millions) 2003-2013, 2007-2013 Change in Assessed Valuation and Impact on Taxes and 2013 Aggregate Impact, Effect of Net Valuation on Tax Rates, 2012/2013 Budget Revenue Highlights, Bulk Pick-up Cost and Additional Costs for Sticker Program, Tax Collection Rates 2007-2012, Mercer County Municipalities Ranking of Municipal Taxes 2012 and Lawrence Township School, County & Municipal Tax Rate 1999-2012. A short comment, question and answer period took place relative to Mr. Krawczun's budget presentation and Judge Nerwinski and Chief Posluszny presenting their departmental budget presentations at the next Council meeting.

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**Attorney's Report –**

Mr. Roskos stated that he has some things to discuss in Closed Session, but nothing for the open session.

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**Clerk’s Report –**

Ms. Norcia advised as a cost saving measure the Clerk’s Office is going to cut back on some printing of some items and consequently this will be the last meeting that the Agenda and the Manager’s Report will be available for the public, as the information will be available on the Township’s website. Further, the Ordinances for introduction and adoption will also be made available on the website and projected on the screen during the meeting as will the Agenda for those in attendance to read.

Ms. Lewis asked if the Agenda and the Manager’s Report would be available on the Township website prior to the Council Meetings and Ms. Norcia advised that they will be posted to the website the Friday before meeting and can be printed from the website if anyone desires to do so.

**Old Business –**

Ms. Norcia asked the Council’s desire as to when they would like to set a hearing date for Mother’s Towing and advised that the backup material was sent out with their agenda packets. After a brief discussion, it was the consensus of the Council to set the Appeal Hearing for the February 19<sup>th</sup> meeting.

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**New Business –**

There was no new business.

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**Public Participation (3-minute limitation per speaker) –**

There was no public participation.

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**Resolutions**

Resolution Nos. 70-13 (17-B) thru 85-13 (17-Q) with the exception of (17-L – Pulled) were approved by the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Brame					X		
Ms. Lewis	X						X
Dr. Maffei	X						
Mr. Powers	X					X	
Mayor Kownacki	X						

Cited Resolutions are spread in their entirety in the Resolution Books of the Township of Lawrence.

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Resolution No. 69-13 (17-A) was approved by the following roll call vote:

| COUNCIL        | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|----------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Brame      | X   |     |         |        |         |      |        |
| Ms. Lewis      | X   |     |         |        |         | X    |        |
| Dr. Maffei     | X   |     |         |        |         |      |        |
| Mr. Powers     |     |     |         |        | X       |      |        |
| Mayor Kownacki | X   |     |         |        |         |      | X      |

Cited Resolution is spread in its entirety in the Resolution Books of the Township of Lawrence.

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Resolution No. 86-13 (17-R) was approved by the following roll call vote:

| COUNCIL        | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|----------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Brame      | X   |     |         |        |         |      |        |
| Ms. Lewis      | X   |     |         |        |         | X    |        |
| Dr. Maffei     |     | X   |         |        |         |      |        |
| Mr. Powers     | X   |     |         |        |         |      | X      |
| Mayor Kownacki | X   |     |         |        |         |      |        |

Cited Resolution is spread in its entirety in the Resolution Books of the Township of Lawrence.

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**Council Initiatives/Liaison Reports –**

There were no Liaison Reports.

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**Written Communications –**

- A. Letter from Nelson Melendez Resigning from the Human Relations Advisory Committee – No Discussion.

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There being no further business to come before this Council, the meeting adjourned.

8:31 p.m.

Respectfully submitted by,

Kathleen S. Norcia, Municipal Clerk

Attest:

James S. Kownacki, Mayor