

MEETING TO BE
LIVE STREAMED AT
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AGENDA FOR A BUSINESS SESSION MEETING
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP
WEST WINDSOR MUNICIPAL BUILDING
271 CLARKSVILLE ROAD
TO THE EXTENT KNOWN

May 5, 2025

Will Start After the Close of the Board of Health Meeting

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 17, 2025 to The Times and the Princeton Packet, filed with the Municipal Clerk and posted at the Municipal Building and on the Township web-site.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration

Proclamation for Jewish American Heritage Month

Revolution NJ and the 250th Anniversary of the Founding of the United States in 2026

Complete Streets Discussion
6. Public Comment: (30 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments
10. Public Hearings
11. Consent Agenda
 - A. Resolutions
 - B. Minutes

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2025-R115 Resolution Endorsing Revolution NJ and the Formation of a Revolution West Windsor Committee for Celebrating the 250th Anniversary of the Founding of the United States in 2026

2025-R116 Authorizing the Refund of Property Tax Overpayments

2025-R117 Authorizing the Updating of Signatures for West Windsor Township's OceanFirst Bank Municipal Court and Division of Recreation and Parks Bank Accounts

2025-R118 Authorizing the Mayor to Execute a Grant Application to the New Jersey Department of Environmental Protection 2025 Hazardous Discharge Site Remediation Fund for Remedial Investigations for the Former Township Landfill/Compost Facility (Block 6, Lots 17.01 and 32)

2025-R119 Authorizing the Business Administrator to Execute Amendment #1 with Roberts Engineering Group, LLC for the 2023 Storm Sewer Repairs Project, Adjusting the Original the Scope of the Original Contract Amount of \$87,200.00 to a Revised Amount of \$96,000.00

14. Introduction of Ordinances

15. Additional Public Comment (15 minutes comment period; three-minute limit per person)

16. Council Reports/Discussion/New Business

17. Administration Updates

18. Closed Session - if needed

19. Adjournment

A RESOLUTION ESTABLISHING AND ADOPTING A COMPLETE AND GREEN STREETS POLICY

- WHEREAS, safe, convenient, accessible, equitable, healthy, and environmentally and economically beneficial transportation for all users is a priority of West Windsor Township; and
- WHEREAS, West Windsor's goal is to prevent traffic accidents and fatalities; and
- WHEREAS, in July of 2010, West Windsor Township resolved that all public street projects undertaken by the Township shall be designed and constructed as Complete Streets whenever feasible to do so; and
- WHEREAS, significant accomplishments have been achieved by incorporating pedestrian safety and traffic calming measures for new, reconstructed and existing streets, and the Township wishes to further improve transportation options and safety; and
- WHEREAS, Complete and Green Streets is a means to provide a comprehensive, integrated, connected multi-modal network of transportation options through planning, design, construction, maintenance, and operation of new and retrofit transportation facilities along the entire right-of-way for all roadway users of all ages and abilities; and
- WHEREAS, Complete Streets that incorporate sustainable Green Streets design elements, such as green storm water infrastructure, traffic calming treatments, shade trees, and the use of recycled materials, protect and create a healthier, natural and social environment, improve air and water quality, and reduce localized flooding; and
- WHEREAS, Complete and Green Streets allow for safe, accessible, and convenient travel, reducing serious injuries and fatalities for all users of the roadway; and
- WHEREAS, "all users" includes motorists, bicyclists, and pedestrians of all abilities, public transportation vehicles and their passengers, persons with disabilities, older adults and commercial vehicles; and
- WHEREAS, Complete and Green Street policies support the goals of the West Windsor Township Master Plan and supporting elements; and
- WHEREAS, Complete and Green Streets implementation enhances access to local businesses, encourages reinvestment, increases property values and employment, and stimulates private investment, especially in retail districts, downtowns, and tourist areas; and

DRAFT

WHEREAS, Complete and Green Streets encourage an active lifestyle through increased physical activity, social connectivity, and sense of community belonging, thereby lowering risk of obesity, reducing chronic disease, improving mental health, and promoting wellness; and

WHEREAS, Complete and Green Streets implementation provides the opportunity to enhance the historic character of our communities and our understanding of our shared history in a way that promotes the economic and social vitality of our communities and should be considered in the design of infrastructure improvements; and

WHEREAS, a balanced and flexible transportation system where all people can easily and safely walk and bicycle to everyday destinations - such as schools, shops, restaurants, businesses, parks, transit, and jobs - enhances neighborhood economic vitality and livability; and

WHEREAS, the Complete and Green Streets policy applies to new, reconstruction, retrofit, and resurfacing projects, including design, planning, construction, maintenance and operations, for the entire right-of-way; and

WHEREAS all exceptions must be approved by the Director of Community Development as per West Windsor Township procedures; and

WHEREAS, all initial planning, concept and design studies of infrastructure projects are to consider design elements that improve public health, environment, economy, equity, and safety.

NOW THEREFORE, BE IT RESOLVED, that the Township Council of the Township of West Windsor adopts the Complete and Green Streets Policy attached hereto, and is made part of this Resolution.

BE IT FURTHER RESOLVED that copies of this Resolution shall be forwarded to all Township Departments within thirty (30) days of the adoption of this Resolution.

Complete and Green Streets Policy West Windsor Township, Mercer County

West Windsor Township will continue to develop an integrated and connected multimodal transportation system of Complete and Green Streets that serve all neighborhoods and populations. Towards this end:

1. All transportation projects are to result in Complete and Green Streets that allow safe, environmentally healthy, economically sound, equitable, accessible, and convenient travel along and across streets for users of all ages and abilities, whenever feasible to do so, and for all modes of transportation, including motorists, bicyclists, pedestrians, public transportation vehicles and their passengers, and commercial vehicles, and will strive to meet the following goals:
 - a. Environment: Improve air and water quality; reduce flooding; mitigate traffic congestion.
 - b. Safety: Eliminate all road fatalities, significantly reduce crash severity and injury, and improve personal safety through increasing the number of people walking and bicycling.
 - c. Economic: Stimulate economic prosperity.
 - d. Health: Increase physical activity and social connectivity with the goal of lowering the risk of obesity, reducing chronic disease and promoting wellness.
 - e. Equity: Distribute funding and other resources equitably and responsibly within the Township; improve non-motor vehicle transportation systems.
2. This section shall apply to all public and/or private transportation projects, including those using funds awarded by federal, state, regional, county, municipal, or any other public agency. This shall include new construction, reconstruction, resurfacing, restoration, repaving, rehabilitation, private development projects, and maintenance of highways, roads, and streets.
3. The Mayor, Director of Community Development and the Township Engineer shall routinely work in coordination with each other and adjacent jurisdictions, and any relevant advisory committees/teams, to create Complete and Green Streets, and to ensure consistency with the West Windsor Township Master Plan and supporting Elements, and to other known existing Pedestrian/Bicycle/Multimodal Plans, Stormwater Management Plans, municipal Stormwater Pollution Prevention Plan, and Historic Preservation Plans.
4. Within two (2) years of the effective date of this Policy, the Township Engineer shall inventory and audit procedures, policies, plans, documents, training programs, performance measures and other guidance documents to be consistent with this policy. The purpose of this audit is to identify areas where tenets of this policy will need to be incorporated. This includes, but is not limited to, funding, planning, designing, operating, and maintaining transportation infrastructure. The Director of Community Development will use this audit to incorporate this policy as updates to its procedures, plans, policies, etc. as they are scheduled.
5. Transportation projects, the Master Plan and the Capital Improvement Plan shall include, when appropriate, sustainable design elements, including, but not limited to:
 - a. Green stormwater infrastructure practices such as Rain gardens and Bioswales

Draft March 25, 2025

- b. Traffic calming measures
 - c. Street trees and other vegetation
 - d. Permeable pavements — including open graded asphalts, porous concretes, pavers and, where feasible, those made from recycled materials such as rubber, concrete, glass, and plastic.
6. Transportation projects and Master and Capital Plans shall include, where appropriate, pedestrian and bicycle design elements and transit amenities, including but not limited to: curb extensions, sidewalks, radar feedback signs, pedestrian countdown signals, refuge islands, road diets, lane width reductions, chicanes, roundabouts, bike lanes, protected bike lanes, bike parking, street lighting, wayfinding signage, public seating, trash receptacles, transit amenities, etc.
7. The Township Engineer shall utilize the most current editions of guides, manuals, and best practices on street design, historic preservation, construction, operations, and maintenance that apply to bicycle, pedestrian, transit, stormwater and highway facilities. All manuals, standards, and guidelines shall be publicly referenced online.
8. The Director of Community Development shall formally coordinate with the Division of Engineering, with advice and input from Public Works, Police and the Environmental Commission, when necessary, to ensure the successful implementation of this Complete and Green Streets policy.
9. When requested by the Mayor and Business Administrator, the Director of Community Development shall provide a report so as to allow them to evaluate implementation of this Complete Street and Green Streets policy. The report shall include a list of ongoing and completed transportation projects during that fiscal year. If any exceptions are applied to transportation projects pursuant to Exceptions to Complete and Green Streets Requirements herein, such projects and the relevant exceptions should be identified in the annual report. All reports shall be made publicly available online.

Exceptions

1. A transportation project may not be required to accommodate the needs of a particular user group if the Director of Community Development determines in writing that:
 - a. The use of the transportation facility by the particular user group is prohibited by law;
 - b. Regulatory compliance requirements preclude accommodations;
 - c. There is a demonstrated absence of both a current and future need to accommodate the category of user (absence of future need may be shown via demographic, school, employment, and public transportation route data that demonstrate, for example, a low likelihood of bicycle, pedestrian, or transit activity in an area over the next 20 years); or
 - d. The adverse impacts of implementing this Complete and Green Streets Policy significantly outweigh the benefits.
2. However, every effort to work within the flexibility allowed should be made, including design exceptions, for roadway projects.
3. An exception shall be granted only if:

Complete and Green Streets Policy West Windsor Township, Mercer County

- a. Request for an exception is submitted **in writing** by the Township Engineer or his designee, to the Director of Community Development with supporting documentation; and
- b. The exception is approved **in writing** by the Director of Community Development.

Key Terms & Definitions

Complete Streets: An integrated transportation network designed to enable safe and convenient travel and access along and across streets for all users of all ages and abilities, including pedestrians, bicyclists, motorists, movers of commercial goods, and transit riders.

Environmental Justice: Environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. Fair treatment means that no group of people should bear a disproportionate share of the negative environmental consequences resulting from industrial, governmental and commercial operations or policies. Meaningful involvement means that:

1. People have an opportunity to participate in decisions about activities that may affect their environment and/or health.
2. The public's contribution can influence the regulatory agency's decision.
3. Community concerns will be considered in the decision-making process; and
4. Decision makers will seek out and facilitate the involvement of those potentially affected.

Green Streets: Streets with landscaped features and other green stormwater best management practices installed in the rights-of-way that capture and allow stormwater runoff to infiltrate, while still preserving the primary function of a street as a conduit for pedestrians, bicyclists, motorists, and transit riders. Stormwater runoff is excess water generated precipitation events that flows over improved surfaces, such as paved streets, parking lots, and building rooftops, which does not infiltrate into the ground.

Green Stormwater Best Management Practices: Includes types of green infrastructure techniques promulgated by the New Jersey Department of Environmental Protection, which are used to manage stormwater runoff, as further defined in Article XXI Stormwater Control of Chapter 200 Land use of the Township Code. These can include, but are not limited to:

1. Street tree trenches/boxes.
2. Bioswales and rain gardens.
3. Vegetated curb bump outs.
4. Permeable pavements.

Traffic Calming: A combination of mainly physical measures that aid in reducing the negative effects of motor vehicle use, altering driver behavior, and improving conditions for non-motorized street users. U.S. Department of Transportation, Federal Highway Administration's Proven Safety Countermeasures is a recognized source of traffic calming improvements. Traffic calming objectives can include:

Draft March 25, 2025

Complete and Green Streets Policy
West Windsor Township, Mercer County

1. Achieving slower speeds for motor vehicles
2. Reducing collision frequency and/or severity
3. Increasing the safety and the perception of safety for non-motorized users of the street(s)
4. Reducing the need for Police enforcement
5. Enhancing the street environment for non-vehicular users (e.g., streetscaping)
6. Enhancing motor vehicle operator awareness of multiple modes of transportation
7. Reducing cut-through motor vehicle traffic

Transit Amenities: Include seating, shelter and shade, wayfinding signage, trash and recycling cans, lighting, route information, bike infrastructure (lockers, racks, fix-it stations, depots, bikeshare, etc.).

Transportation Facility: A facility consisting of the means and equipment necessary for the movement of people or goods; any road, bridge, tunnel, overpass, ferry, airport, mass transit facility, vehicle parking facility, port facility or similar commercial facility used for the transportation of persons or goods together with any buildings, structures, parking areas, appurtenances, and other property needed to operate such facility; however, a commercial or retail use or enterprise not essential to the transportation of people or goods shall not be considered a transportation facility.

Transportation Project: Any public and/or private land development, project, program, or practice that affects the transportation network or occurs in the public right-of-way, including any construction, reconstruction, retrofit, signalization operations, resurfacing, restriping, rehabilitation, maintenance (excluding routine maintenance that does not change the roadway geometry or operations, such as mowing, sweeping, and spot repair), operations, alteration, and repair of any public street or roadway within a jurisdiction (including alleys, bridges, frontage roads, and other elements of the transportation system).

Effective Date

The Complete and Green Streets Policy shall take effect on **[date]**, provided that it shall not apply to any transportation project for which a preliminary engineering design has been completed on or before **[date]**.

End

TOWNSHIP OF WEST WINDSOR
Community Development Department
Division of Engineering

MEMORANDUM

TO: Marlena Schmid, Business Administrator

FROM: Francis A. Guzik, P.E., C.M.E.
Director of Community Development and Township Engineer

SUBJECT: **Complete and Green Streets Policy**
Sustainable Jersey Recertification

DATE: April 23, 2025

Staff has undertaken a review of the Township's Complete Streets resolution adopted in 2010, in conjunction with the Sustainable Jersey recertification initiative currently underway. I am recommending the Township adopt an updated resolution in support of Complete Streets which also incorporates recommendations for the use of "green" stormwater management techniques, where possible and feasible. The Sustainable Jersey program has provided a template for this as a "Complete and Green Street Policy," which will be available to staff when municipal transportation improvement projects are undertaken within the community.

The recommended adoption of an updated resolution, with the companion Complete and Green Street Policy to be used by staff, will reinforce West Windsor's practice of providing, "...safe, environmentally healthy, economically sound, equitable, accessible, and convenient travel along and across streets for users of all ages and abilities, whenever feasible to do so, and for all modes of transportation, including motorists, bicyclists, pedestrians, public transportation vehicles and their passengers, and commercial vehicles..." Adoption will also aid in receiving points from Sustainable Jersey necessary to achieve recertification at the Silver level.

RESOLUTION

ENDORISING REVOLUTION NJ AND THE FORMATION OF A REVOLUTION
WEST WINDSOR COMMITTEE FOR CELEBRATING THE 250TH ANNIVERSARY OF THE
FOUNDING OF THE UNITED STATES IN 2026

- WHEREAS, 2026 marks the 250th anniversary of the founding of the United States of America; and
- WHEREAS, to observe this momentous occasion, the U.S. Semiquincentennial Commission, established by Congress (P.L. 114-196) in 2016, and its supporting non-profit America250, will plan and commemorate on a national level the celebration of our nation's Semiquincentennial; and
- WHEREAS, New Jersey played a significant role during the American Revolution when it saw more battles and skirmishes than any other state and was truly the Crossroads of the American Revolution; and
- WHEREAS, Governor Philip Murphy and the New Jersey State Legislature in 2018 authorized the creation of a program to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the founding of the United States, New Jersey's pivotal role in the American Revolution, and the contributions of its diverse peoples to the nation's past, present, and future; and
- WHEREAS, the New Jersey Historical Commission, under the leadership of Secretary of State Tahesha Way, with its non-profit partner Crossroads of the American Revolution established Revolution NJ to advance the role that history plays in public discourse, community engagement, education, tourism, and scholarship in New Jersey; and
- WHEREAS, Revolution NJ will engage New Jerseyans in all 21 counties and 564 municipalities through its officially recognized programs, initiatives, and events; and
- WHEREAS, Mercer County has a rich history integral to the independence effort, including the critical Battles in Princeton and Trenton; and
- WHEREAS, Mercer County has established the Division of Travel and Tourism that will work with the County's Division of Culture & Heritage to commemorate our nation's Semiquincentennial, highlighting Mercer County's role in the fight for independence, and will coordinate events and activities throughout the County, working with public and private entities; and
- WHEREAS, the West Windsor area played a unique role in the American Revolution, from captures of British troops, to George Washington marching through town, to a Declaration of Independence signers owning significant land locally, to a few dozen locals enlisting to fight for the patriot cause, and more; and
- WHEREAS, it is fitting and desirable that we commemorate the beginning of our great nation and the role New Jersey and Mercer County and West Windsor have played over the past 250 years, as well as its present and future role as part of the United States, with particular focus on the individuals, ideas, and events that shaped our Country, State, County and the Township of West Windsor; and

- WHEREAS, preserving, studying, celebrating, and enjoying our history strengthens our communities by way of building bonds amongst our residents, engages our youth in the education about our nation and its founding principles, improves our economies by promoting our unique history and attracting visitors to our community; and
- WHEREAS, the Historical Society of West Windsor, Division of Parks and Recreation of West Windsor, West Windsor Bicycle and Pedestrian Alliance, West Windsor Lions Club, West Windsor and Princeton Junction Volunteer Fire Companies, the West Windsor Community Farmers' Market and the West Windsor Arts have come together to form a Committee known as Revolution West Windsor and to be the lead agencies to commemorate the history of the Township throughout 2026; and
- WHEREAS, these lead agencies plan to encourage volunteers and organizations from our diverse community to take an active part in preparations for these commemorative celebrations; and
- WHEREAS, the Mayor and Township Council further urges all its residents to reflect upon the significance of these events and roles that our State, County and Township played in the history and development of our Nation; and
- WHEREAS, these lead organizations will conduct many events throughout 2026 and the Mayor and Township Council encourage everyone to participate in these events.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Township Council of the Township of West Windsor hereby endorses Revolution NJ and its mission to advance the role that history plays in public discourse, community engagement, education, tourism and scholarship in New Jersey.

BE IT FURTHER RESOLVED, that the Mayor and Township Council of the Township of West Windsor hereby recognize the Historical Society of West Windsor, Division of Parks and Recreation of West Windsor, West Windsor Bicycle and Pedestrian Alliance, West Windsor Lions Club, West Windsor and Princeton Junction Volunteer Fire Companies, the West Windsor Community Farmers' Market and the West Windsor Arts, as a Committee known as Revolution West Windsor, as the lead agencies to commemorate the history of the Township throughout 2026.

Adopted: May 5, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 5th day of May, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 4/14/25

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Tax Collection

ACTION REQUESTED/ EXECUTIVE SUMMARY: A refund of property tax overpayment. Property owner made an overpayment on their taxes and are requesting a refund of this amount.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED: A taxpayer overpaid their taxes and a refund is due. The Tax Collector mailed voucher to them and has received said voucher signed by the Resident entitled to a refund.

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

K. Montecinos
Department/Division Head

[Signature]

Date

4/15/25

APPROVED FOR AGENDA OF: 5-5-25

By: Mariena A. Schmid 04/28/2025
Mariena Schmid, Business Administrator

MEETING DATE: 5/5/25 **Ordinance #** _____ **Resolution #** 2025-R116

Council Action Taken:

RESOLUTION

WHEREAS, the Tax Collector, Kelly A. Montecinos, has certified the following taxpayers overpaid their taxes; and

WHEREAS, the Tax Collector is requesting the overpaid taxes be refunded.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the following refunds be made:

<u>Taxpayer</u>	<u>Refund</u>
PAYEE: DeMayo, Christian James & Ana 102 Conover Road West Windsor, NJ 08550	\$3,022.09

ASSESSED OWNER: DeMayo, Christian James & Ana
PROPERTY LOCATION: 102 Conover Road
BLOCK: 25 LOT: 80

PAYEE: Corelogic Attn: Central Refunds Dept 3001 Hackberry Road Irving, Tx 75063	\$1,075.05
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ASSESSED OWNER: Gbaanador, Donnubari G
PROPERTY LOCATION: 806 Shay Court
BLOCK: 6.30 LOT: 4.086 QUALIFIER C0826

Total	\$4,097.14
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Adopted: May 5, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 5th day of May, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: April 16, 2025

Initiated By: John V. Mauder Division/Department: Finance

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution to update the OceanFirst Bank account signature card due to changes in the authorized persons in two Departments.

SOURCE OF FUNDING:

N/A

CONTRACT AMOUNT:

N/A

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

N/A

S:\AGENDA INBOX (file name): 2025 OceanFirst Bank Accounts Authorized Signers Updated

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder

4/16/25

Department/Division Head

Date

APPROVED FOR AGENDA OF: May 5, 2025

By: Marlena Schmid 04/28/2025

Marlena Schmid, Business Administrator

**** PLEASE NOTE ** DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE WEDNESDAY ONE WEEK PRECEDING THE COUNCIL MEETING**

MEETING DATE: 5/5/25 Ordinance # _____ Resolution # 2025-B117

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor requests to update the OceanFirst Bank signature card due changes in authorized persons; and

WHEREAS, said depository, OceanFirst Bank, may receive to the credit of West Windsor Township checks, drafts, notes, acceptances, or other evidences of indebtedness (whether belonging to this Township or otherwise) which may be in, or hereafter come into, its possession.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Township Council of the Township of West Windsor that OceanFirst Bank be and hereby is authorized to make payment from the funds on deposit in the Municipal Court Account and Municipal Court Bail Account with it upon and according to the checks, drafts, notes or acceptances of this Township signed by:

Amy Podolski, Court Administrator or

Brian M. Leoutsacos, Deputy Court Administrator

BE IT FURTHER RESOLVED by the Township Council of the Township of West Windsor that OceanFirst Bank be and hereby is authorized to make payment from the funds on deposit in the Recreation Petty Cash Fund Account with it upon and according to the checks, drafts, notes or acceptances of this Township signed by:

Kenneth E. Jacobs, Manager of Parks and Recreation or

Ron Quacquarini, Assistant Manager of Recreation

BE IT FURTHER RESOLVED by the Township Council of the Township of West Windsor that John V. Mauder, Chief Financial Officer, is authorized to update the OceanFirst Bank signature cards due to changes in authorized persons in the Municipal Court and the Division of Recreation and Parks.

Adopted: May 5, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 5th day of May 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: April 23, 2025

Initiated By: Francis Guzik

Department of Comm. Dev./Engineering

ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a Resolution authorizing the Director of Community Development to endorse an application for a grant to the New Jersey Department of Environmental Protection, Hazardous Discharge Site Remediation Fund – Municipal Grant Program. The grant will seek reimbursement of allowable costs under the Program that are related to Preliminary Assessment (PA), Site Investigation (SI) and Remedial Investigation (RI) that have occurred at the former Township Landfill/Compost Facility since 2018. This resolution is required for the submission of the initial application under the grant requirements.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

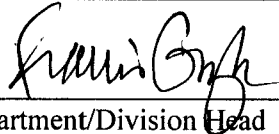
CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Memorandum

Resolution

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW




4/23/25

Department/Division Head

Date

APPROVED FOR AGENDA OF: May 5, 2025

By:

 04/28/2025

Marlena Schmid, Business Administrator

MEETING DATE: 5/5/25 Ordinance # _____ Resolution # 2025-R118

Council Action Taken:

RESOLUTION

WHEREAS, the property known as the former Township Landfill/Compost Facility at Block 6, Lots 17.01 and 32, within the Township of West Windsor has been designated as a Brownfield and is located within the area in need of Redevelopment as established by the Township Council of the Township of West Windsor; and

WHEREAS, the Township is currently taking steps to remediate hazardous materials and/or discharges associated with the former West Windsor Township Landfill; and

WHEREAS, the New Jersey Department of Environmental Protection is accepting applications for grants under the Hazardous Discharge Site Remediation Fund ("HDSRF"), which exists to grant support to the Site Remediation Program; and

WHEREAS, monies awarded under the HDSRF can be used to help cover costs associated with, among other things, Remedial Investigations.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor, County of Mercer, State of New Jersey, does hereby acknowledge and formally approve the submission of a grant application to the State of New Jersey Hazardous Discharge Site Remediation Fund.

BE IT FURTHER RESOLVED that the Mayor or an appropriate designee is authorized to sign the grant application documents or other attestations on behalf of the Township as may be necessary and required for the submission of the grant application.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forward to the Director of Community Development for the inclusion with the Township's Hazardous Discharge Site Remediation Fund application.

Adopted: May 5, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 5th day of May 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: April 17, 2025

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of Contract Amendment No. 1 for Roberts Engineering Group, LLC to provide professional engineering survey and design services for the 2023 Storm Sewer Repairs Project. The agreement is being amended to increase the contract total to cover soil boring needed at one of the locations and included in the bid documents as authorized under the contract. The Township Engineer is recommending a contract amendment to Roberts Engineering Group, LLC.

SOURCE OF FUNDING:

Original Contract Amount

Traffic Safety Improvements Hazard Mitigation	405 2020 14 015	\$40,941.00
Roadway Improvements	405 2020 14 013	\$46,259.00

ADDITIONAL SOURCE OF FUNDING:

Roadway Improvements	405 2021 14 012	\$8,800.00
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CONTRACT AMOUNT:

Original Contract Amount:	\$ 87,200.00
Contract Amendment #1:	+ \$ 8,800.00
Revised Contract Amount:	\$ 96,000.00

CONTRACT LENGTH: Duration of the construction project

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Engineers Memorandum	Amendment to Agreement for Professional Services
Certification of Funds	Resolution 2024-R060	Letter of Proposal (Exhibit A)

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head	<u>Francis Guzik</u>	Date	<u>4/17/25</u>
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APPROVED FOR AGENDA OF: May 5, 2025

By: Marlena Schmid 04/28/2025
Marlena Schmid, Business Administrator

MEETING DATE: 5/5/25 Ordinance # _____ Resolution # 2025-R119

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor required professional engineering survey and design services related to the evaluation, selection, and design of remediation activities for failing drainage pipes and structures at several locations in the municipality for the 2023 Storm Sewer Repairs Project; and

WHEREAS, Roberts Engineering Group, LLC, was awarded a Professional Services Agreement on February 12, 2024 for \$87,200.00 (Resolution 2024-R060); and

WHEREAS, a soil boring at one of the locations is needed and the data included in the bid documents as outlined a letter dated April 3, 2025; and

WHEREAS, the amount for additional services is \$8,800.00 for a revised contract amount of \$96,000.00; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following account:

Roadway Improvements	405 2021 14 012	\$8,800.00
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WHEREAS, said Amendment #1 to the Agreement for Professional Services has been reviewed by the Township Engineer and is recommended to be executed; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- 1.) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township, Amendment #1 to the Agreement for Professional Services with Roberts Engineering Group, LLC of Hamilton, NJ.
- 2.) The Agreement is awarded without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law
- 3.) All other terms and conditions of the Agreement with Roberts Engineering Group, LLC, dated February 12, 2024, remain in full force and effect.
- 4.) An executed copy of the Agreement between the Township and Roberts Engineering Group, LLC and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: May 5, 2025

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 5th day of May, 2025.

Allison D. Sheehan
Township Clerk
West Windsor Township