

APPROVED: January 7, 2013

WEST WINDSOR TOWNSHIP COUNCIL  
BUSINESS SESSION  
October 29, 2012

CALL TO ORDER: President Khanna called the meeting to order at 12:00 p.m.

STATEMENT OF ADEQUATE NOTICE

This is to advise that the notice requirement provided for in the "Open Public Meetings Act" has been satisfied. Notice of this meeting was properly given and transmitted to The Times and Princeton Packet; filed with the Clerk of the Municipality; and posted in the West Windsor Township Municipal Building at North Post and Clarksville Roads on January 6, 2012. Closed Session was noticed on October 22, 2012 to the Princeton Packet and The Times and an emergency notice to move the meeting due to Hurricane Sandy to 12 p.m. on October 29, 2012 was posted on the Township website and sent to the Princeton Packet and Trenton Times.

ATTENDEES: President: Khanna; Vice President: Geevers; Council Members: Borek, Maher, Samonte; Mayor: Hsueh; Business Administrator: Schmid; Chief Pica; Chief Financial Officer: Louth; Director of Public Works: Drummond; Director of Community Development: Ward; Township Attorney: Herbert Jr.; Township Clerk: Young;

SALUTE TO THE FLAG

Ms. Young led the salute to the flag.

Hurricane Sandy Update

President Khanna advised that the Business Session was moved forward to noon today because of the impending hurricane and the need to conduct Township business.

Chief Pica started preparations late last week for the impending hurricane. He expects rain, flooding and power outages. Chief Pica outlined the plan for preparedness and urged all residents to stay off the roads during the storm. He explained that notices were sent out to the residents who had flooding during the last storm, and listed area shelter locations. Chief Pica advised that updates are available through the Police Division's Facebook and Nixle; an alert system used by the Police.

Mr. Drummond provided an update to Council about the storm concerns especially the removal of advertising signs, leaves and the cleanup of the detention basins. He explained that the Township currently has three backup generators for use and garbage collection has been cancelled. Mr. Drummond noted that his focus will be on the debris removal especially on the main roads.

#### PUBLIC COMMENT

Mr. John Church, 11 Princeton Place, complimented the Township and the efficiency of Public Works. He noted the great teamwork amongst the Township Departments. Mr. Church suggested that the rock salt should be monitored for inventory more efficiently.

Mr. Cory Borek, 21 Wellington Drive, advised that residents should not park on the streets during a storm. He noted that it could be very unsafe.

#### MAYOR/ADMINISTRATOR COMMENTS

Mayor Hsueh organized a meeting with the other local Mayors and the Department of Transportation to discuss the widening of Alexander Road Bridge, and to make reconstruction of Harrison Street and Vaughn Drive a priority.

#### COUNCIL MEMBER COMMENTS

Ms. Samonte advised that the local area was well addressed for storm preparation.

Mr. Borek noted that the Penns Neck residents were grateful for the removal of leaves in their area to prevent flooding.

Mr. Maher inquired about the storage location for all the political signs that were removed because of the hurricane.

Ms. Geevers asked if Administration could communicate with Princeton University about the release of water from the Carnegie Lake to reduce flooding. She also thanked DOT Commissioner Simpson for his assistance in ending the Route One Pilot Program.

CHAIR/CLERK COMMENTS

President Khanna thanked everyone for being able to attend the rescheduled meeting due to Hurricane Sandy.

PUBLIC HEARING

2012-18     AN ORDINANCE AMENDING CHAPTER 168 "TRAFFIC AND PARKING", ARTICLE VI "PARKING AUTHORITY PROPERTY", SECTION 168-41 "PERMIT PARKING" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST WINDSOR

President Khanna opened the public hearing.

Motion to close public hearing: Borek

Second: Samonte

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

Motion to adopt: Borek

Second: Geevers

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

CONSENT AGENDA

MINUTES

September 20, 2012 - Closed Session  
September 20, 2012 - Business Session  
October 1, 2012 - Closed Session

Motion to approve consent agenda as amended: Borek

Second: Geevers

RCV: aye Borek  
aye Geevers  
aye Maher  
aye Samonte  
aye Khanna

BILLS & CLAIMS

Mr. Maher inquired about why the refuse collection was listed under guest services.

Ms. Louth advised that the correction was already made to the bills and claims.

Motion to approve Bills and Claims: Borek

Second: Samonte

RCV: aye Borek  
aye Geevers  
aye Maher  
aye Samonte  
aye Khanna

RECOMMENDATIONS FROM ADMINISTRATION AND COUNCIL/CLERK

2012-R237 Authorizing the Appointment of Kenneth W. Lozier, Esq. to Serve as Municipal Judge to Complete the Unexpired Term of Mary Brennan through June 30, 2015

2012-R238 Authorizing the Reimbursement of Trash and Recycling Collection and Disposal, and Snow Removal Costs for 2011 to Various Condominium and Homeowner Associations-\$110,402.42

- 2012-R240 Authorizing the Mayor and Clerk to Execute a Contract with Anderson Construction Services, Inc. for Concrete Apron and Spillway Repairs at the Grovers Mill Dam-\$39,650.00
- 2012-R241 Requesting the Mercer County Engineer's Office and the Mercer County Department of Transportation and Infrastructure to Restripe Traffic Lanes Leading into Clarksville Road and North Post Road Intersection, to Establish Dedicated Left Turn and Through Lanes
- 2012-R242 Authorizing the Submission of Electronic Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation Under Transit Village Projects for the Princeton-Hightstown Road Sidewalk Extension Project
- 2012-R243 Authorizing the Submission of Electronic Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation Under Bikeway Projects for the North Post Road Bike Lanes Project
- 2012-R244 Authorizing the Submission of Electronic Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation Under Roadway Infrastructure Projects for the Emmons Drive Resurfacing Project
- 2012-R245 Authorizing the Submission of Electronic Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation Under Safe Streets to Transit Category for the Cranbury Road Pedestrian Improvements Project
- 2012-R246 Adoption of the Mercer County All Hazards Pre-Disaster Mitigation Plan for West Windsor Township
- 2012-R247 Authorizing the Township to Trade-in One 1994 KME Fire Apparatus in Value Toward the Purchase of a New Fire Apparatus

Motion to approve 2012-R237, 2012-R238 and 2012-240 through

2012-R247: Borek

Second: Maher

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

2012-R239 Authorizing the Purchase of Four Police Vehicles from  
Malouf Ford, Under State Contract Number A78757-  
\$67,244.00

Mr. Maher inquired about the value of the used Police vehicles. He asked if the public could be offered an opportunity to purchase the cars.

Ms. Schmid advised that the law prohibits the Township from advertising the purchase of the cars on the Township website for the public to purchase.

Chief Pica outlined the budget cycle for the purchase of Police vehicles.

Motion to approve: Samonte

Second: Borek

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

2012-R235 Authorizing Utilization of the Rock Salt Bid Submitted  
by Atlantic Salt Inc., to the Mercer County  
Cooperative Contract Pricing System CK09-MERCER -  
\$81,700.00

Mr. Maher inquired about funds spent for the purchase of rock salt, and asked what line item the unused funds transfer to.

Ms. Louth advised that this resolution is approving next calendar year purchase of rock salt. She explained that if the funds are not utilized it will lapse into the Snow Trust Funds. Ms. Louth noted that the fund is monitored by Community Affairs.

Mr. Maher suggested placing a cap on the Snow Trust Funds.

Motion to approve: Borek

Second: Geevers

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

#### DISCUSSION TOPICS

##### CY 2012/SFY 2013 Best Practices Inventory

Ms. Louth advised that the State Statutes provide that the Chief Financial Officer provide answers to the Best Practices Questionnaire and must be reviewed with Council.

Ms. Geevers inquired about providing quarterly financials to the elected officials. She noted that Council has not received these reports.

Mr. Maher advised that Council is charged with making sure the Township is fiscally prudent.

Ms. Geevers spoke about the financials being provided to the Mayor but not the Township Council.

Mr. Maher asked Administration to provide a memo addressed to the Mayor and Council with major and or outstanding budget concerns.

Ms. Geevers also requested some type of formal review of the budget during the course of the year.

COUNCIL REPORTS

Mr. Maher advised that Council has been making requests to Administration for information that are being ignored, such as the request for local sign ordinances from surrounding communities.

Ms. Geevers requested that local sign ordinances be provided to Council through the Planning Board.

President Khanna asked Ms. Young to follow up on the receipt of the sign ordinances.

Mr. Borek advised that Council has two outstanding issues regarding the sign ordinance which are temporary signs and real estate signs.

Mr. Maher noted that he would like to compare West Windsor's sign ordinance with the ordinances neighboring towns have adopted.

ADDITIONAL PUBLIC COMMENT

Mr. John Church, 11 Princeton Place, announced the recent road closings that have been posted because of the storm. He inquired if the Township needed DEP approval to lower Carnegie Lake.

Ms. Ward advised that the Township would need a "Water Lowering Permit" from DEP to lower Carnegie Lake.

Mr. Jonathan Word, 16 Eastern Drive, spoke about the Best Practices List and the need to get information regarding Township salaries.

CLOSED SESSION

Motion to go into closed session at 1:25 p.m.: Borek

Second: Maher

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

Ms. Young read the closed session resolution into the record:

Whereas, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

Whereas, the Township Council of West Windsor Township has deemed it necessary to go into closed session to discuss certain matters which are exempt from the public; and

Whereas, the regular meeting of this Township Council will reconvene; and

Whereas, the below stated subject matter shall be made available at such time as the issues discussed therein are resolved and its disclosure would not subvert any particular exception for convening a closed session.

Now, therefore, be it resolved that the Township Council of the Township of West Windsor will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12: For the discussion of the Letter of Intent with the US Postal Service.

MEETING RECONVENED

The Business Meeting reconvened at: 1:36 p.m.

President Khanna asked to amend the agenda to add the Letter of Intent regarding the renewal of the USPS lease agreement.

Motion to add resolution 2012-R248 to the agenda: Samonte

Second: Geevers

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

2012-R248 Authorizing the Mayor and Clerk to Execute the Letter  
of Intent Regarding Renewal of the Lease with the  
United States Postal Service and Related Commission  
Agreement with CBRE, Inc.

President Khanna explained that Council held a closed session to review the details of the Letter of Intent.

Motion to approve: Borek

Second: Samonte

RCV: aye Borek

aye Geevers

aye Maher

aye Samonte

aye Khanna

ADJOURNMENT

Motion to adjourn: Borek

Second: Samonte

VV: All approved

The meeting was adjourned at 1:40 p.m.

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Sharon L. Young  
Township Clerk  
West Windsor Township