

MEETING TO BE  
LIVE STREAMED AT  
[www.youtube.com/channel/UC8i0yw7Ihozymgo4N68jJdg/live](https://www.youtube.com/channel/UC8i0yw7Ihozymgo4N68jJdg/live)

**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**

**December 22, 2025**

7:00 P.M.

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  
Recognition of Council Member Martin Whitfield  
Recognition of Zoning Board Member Henry Jacobsohn  
Recognition of Zoning Board Member John Church
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

March 5, 2025 - Budget Session #1 - As Amended  
September 29, 2025 - Business Session - As Amended

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2025-R272 Authorizing the Appointment of Eugene Fridkin to Fill the Unexpired Term as Member of the Zoning Board of Adjustment to Expire January 14, 2026

2025-R273 Authorizing the Appointment of G. Chris Lemmond to Fill the Unexpired Term as Alternate I of the Zoning Board of Adjustment to Expire January 14, 2026

2025-R274 Authorizing the Appointment of Sanjay Mandloi to Fill the Unexpired Term as Alternate II of the Zoning Board of Adjustment to Expire January 14, 2027

2025-R275 Authorizing the Refund of Property Tax Overpayment

2025-R276 Authorizing the Request by Gary Kucinich for a 100% Disabled Veteran Exemption and Allowing the Tax Collector to Refund the Amount of \$2,372.66 and to Cancel all Subsequent Taxes per State Statute 54:4-3.30

2025-R277 Authorizing the Request by Donnubari Gbaanador for a 100% Disabled Veteran Exemption and Allowing the Tax Collector to Refund the Amount of \$369.67 and to Cancel all Subsequent Taxes per State Statute 54:4-3.30

2025-R278 Authorizing the Request by Michael Cardieri for a 100% Disabled Veteran Exemption and Allowing the Tax Collector to Refund the Amount of \$232.06 and to Cancel all Subsequent Taxes per State Statute 54:4-3.30

2025-R279 Authorizing the Business Administrator to Purchase Personal Protective Equipment from Municipal Emergency Services, an Authorized Vendor Under New Jersey State Contract #17-FLEET-00810 - \$11,995.02

2025-R280 Authorizing the Business Administrator to Purchase New Public Safety Fire and Emergency Services Equipment for the Division of Fire and Emergency Services from Motorola Solutions Under New Jersey State Contract #83909 - \$60,965.10

2025-R281 Authorizing the Business Administrator to Purchase One (1) New Dump Body with Plow Package for the Department of Public Works Under the Educational Services Commission of New Jersey Cooperative Pricing System ESCNJ #65MCESCCPS, Class 4-8 Trucks-Bid #ESCNJ 23/24 - \$119,064.49

2025-R282 Authorizing the Business Administrator to Purchase Three (3) Savin IM 7000 Copiers for the Department of Community Development, the Department of Human Services and the Division of Fire & Emergency Services Under New Jersey State Contract 25-COMG-99562 from Ricoh Americas Corporation c/o Atlantic Tomorrow's Office - \$39,390.00

2025-R283 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with AQUALIS for Professional Stormwater Consulting Services for the Watershed Inventory Report \$6,500.00

2025-R284 Authorizing the Mayor and Clerk to Execute a Contract with Top Line Construction Corp. for the Alexander Road Pedestrian Safety Improvements Project - \$231,224.87

2025-R285 Authorizing the Mayor and Clerk to Execute a Contract with Black Rock Enterprises for the Conover Road Connection to South Post Road Bikeway Project - \$272,664.70

2025-R286 Authorizing the Mayor and Clerk to Execute a Contract with Halecon for the North Post Road Connection to South Post Road Bikeway Project - \$279,925.00

2025-R287 Authorizing the Mayor and Clerk to Execute Amendment #4 to the Professional Services Agreement for Professional Engineering Services with Van Cleef Engineering Associates for the D&R Sewer Interceptor in the Amount of \$64,320.00 for a Revised Total Amount Not to Exceed \$161,268.15

2025-R288 Authorizing the Township Engineer to Execute the Endorsement of the New Jersey Department of Environmental Protection Treatment Works Approval Permit Application for Eaves West Windsor Project (f.k.a. AvalonWatch)

2025-R289 Transfer of Funds Within the 2025 Budget – Not Less Than 2/3 Vote of Full Membership Required

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

19. Adjournment

RESOLUTION

WHEREAS, there is a vacancy for a Member on the Zoning Board of Adjustment to fill the unexpired term of John Church; and

WHEREAS, Eugene Fridkin currently serves as an Alternate II on the Zoning Board of Adjustment; and

WHEREAS, it is recommended that Eugene Fridkin be appointed to fill the unexpired term of John Church which expires on January 14, 2026.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor hereby approves the following Zoning Board of Adjustment appointment:

Eugene Fridkin	Member	Term to Expire 1/14/2026
----------------	--------	--------------------------

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, there is a vacancy for an Alternate I on the Zoning Board of Adjustment to fill the unexpired term of Michael Garzio; and

WHEREAS, G. Chris Lemmond has expressed an interest in serving on the Zoning Board of Adjustment; and

WHEREAS, it is recommended that G. Chris Lemmond be appointed to fill the unexpired term of Michael Garzio which expires on January 14, 2026.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor hereby approves the following Zoning Board of Adjustment appointment:

G. Chris Lemmond      Alternate I      Term to Expire 1/14/2026

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, there is a vacancy for an Alternate II on the Zoning Board of Adjustment to fill the unexpired term of Eugene Fridkin; and

WHEREAS, Sanjay Mandloi has expressed an interest in serving on the Zoning Board of Adjustment; and

WHEREAS, it is recommended that Sanjay Mandloi be appointed to fill the unexpired term of Eugene Fridkin which expires on January 14, 2027.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor hereby approves the following Zoning Board of Adjustment appointment:

Sanjay Mandloi      Alternate II      Term to Expire 1/14/2027

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

**Date of Request:** 12/8/2025

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** The refund of property tax overpayments. Property owners made an overpayment on their taxes and are requesting a refund of these amounts.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:** Taxpayers 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**

KMontecinos  
Department/Division Head

PLV/Marlene

12/11/25  
Date

**APPROVED FOR AGENDA OF:** 12/22/2025

By: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

**MEETING DATE:** 12/22/25      **Ordinance #** \_\_\_\_\_ **Resolution #** 2025-12275

**Council Action Taken:**

RESOLUTION

WHEREAS, the Tax Collector, Kelly A. Montecinos, has certified that the taxpayer below overpaid their taxes; and

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

NOW, THEREFORE, BE IT RESOLVED the Township Council of the Township of West Windsor hereby authorizes the West Windsor Tax Collector to refund said amount below:

<u>Taxpayer</u>	<u>Refund</u>
PAYEE: Jahangir, Bilal N B & Bandukda, A A G 3305 Jordan Drive West Windsor, NJ 08550	\$10,445.13

ASSESSED OWNER: Jahangir, Bilal N B & Bandukda, A A G

PROPERTY LOCATION: 3305 Jordan Drive

BLOCK: 28 LOT: 15.206 C3305

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: December 8, 2025

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Office of the Tax Collector

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** State Statute 54:4-3.30 allows for the exemption of all property taxes on the residence of a 100% Disabled Veteran.

The resident named in this resolution served in the military and was declared 100% disabled as the result of an active service related injury.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:** This resolution requests a tax refund for a 100% Disabled Veteran.

Memo from Township Tax Assessor, Lorraine M. Jones

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Montecinos  
Department/Division Head

Marlene Mawler 12/11/25  
Date

**APPROVED FOR AGENDA OF:** December 22, 2025

BY: Marlena Q. Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/12/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R-276

Council Action Taken:

RESOLUTION

WHEREAS the Tax Assessor of the Township of West Windsor was notified by Gary Kucinich, the owner of the residence at 4 Sutton Lane, West Windsor, NJ, that he is requesting a 100% Disabled Veteran exemption from property taxes; and

WHEREAS, Mr. Kucinich has submitted all the required paperwork and proof pursuant to State Statute 54:3-30; and

WHEREAS, the Township Tax Assessor recommends the above resident, having met all the requirements of the State Statute for 100% Disabled Veterans as of November 9, 2025 receive a property tax exemption for tax year 2025; and

WHEREAS, the Tax Collector requests the Township Council to cancel the taxes from November 9, 2025 to December 31, 2025 in the amount of \$2,372.66; and

WHEREAS, the Tax Collector requests Township Council's approval to refund Mr. Kucinich in the amount of \$2,372.66 which is the amount paid from the date of disability rating, November 9, 2025 to December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor hereby authorizes the Tax Collector to cancel and refund the following property taxes listed below for 4 Sutton Lane, West Windsor, NJ:

Property Taxes Cancelled

November 9, 2025 to December 31, 2025 \$2,372.66

Property Taxes Refunded

November 9, 2025 to December 31, 2025 \$2,372.66

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: December 8, 2025

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Office of the Tax Collector

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** State Statute 54:4-3.30 allows for the exemption of all property taxes on the residence of a 100% Disabled Veteran.

The resident named in this resolution served in the military and was declared 100% disabled as the result of an active service related injury.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:** This resolution requests a tax refund for a 100% Disabled Veteran.

Memo from Township Tax Assessor, Lorraine M. Jones

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Kmontecinos

Department/Division Head

flv, Marlene

Date

12/15/2025

**APPROVED FOR AGENDA OF:** December 22, 2025

BY: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-1227

Council Action Taken:

RESOLUTION

WHEREAS, the Tax Assessor of the Township of West Windsor was notified by Donnurbari Gbaanador, the owner of the residence at 1 Culvert Drive # 103, West Windsor, NJ, that he is requesting a 100% Disabled Veteran exemption from property taxes; and

WHEREAS, Mr. Gbaanador has submitted all the required paperwork and proof pursuant to State Statute 54:3-30; and

WHEREAS, the Township Tax Assessor recommends the above resident, having met all the requirements of the State Statute for 100% Disabled Veterans as of April 17, 2025 receive a property tax exemption for tax year 2025; and

WHEREAS, the Tax Collector requests the Township Council to cancel the taxes from April 17, 2025 to December 31, 2025 in the amount of \$369.67; and

WHEREAS, the Tax Collector requests Township Council approval to refund Mr. Gbaanador in the amount of \$369.67 which is the amount paid from the date of disability rating, April 17, 2025 to December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor hereby authorizes the Tax Collector to cancel and refund the following property taxes listed below for 1 Culvert Drive # 103, West Windsor, NJ:

<u>Property Taxes Cancelled</u>	
April 17, 2025 to December 31, 2025	\$369.67
<u>Property Taxes Refunded</u>	
April 17, 2025 to December 31, 2025	\$369.67

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: December 8, 2025

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Office of the Tax Collector

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** State Statute 54:4-3.30 allows for the exemption of all property taxes on the residence of a 100% Disabled Veteran.

The resident named in this resolution served in the military and was declared 100% disabled as the result of an active service related injury.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:** This resolution requests a tax refund for a 100% Disabled Veteran.

Memo from Township Tax Assessor, Lorraine M. Jones

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

K. Montecinos  
Department/Division Head

Marlena Schmid 12/15/2025  
Date

**APPROVED FOR AGENDA OF:** December 22, 2025

BY: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R 278

Council Action Taken:

RESOLUTION

WHEREAS, the Tax Assessor of the Township of West Windsor was notified by Michael Cardieri, the owner of the residence at 21 Tuscany Drive, West Windsor, NJ, that he is requesting a 100% Disabled Veteran exemption from property taxes; and

WHEREAS, Mr. Cardieri has submitted all the required paperwork and proof pursuant to State Statute 54:3-30; and

WHEREAS, the Township Tax Assessor recommends the above resident, having met all the requirements of the State Statute for 100% Disabled Veterans as of August 17, 2025 receive a property tax exemption for tax year 2025; and

WHEREAS, the Tax Collector requests the Township Council to cancel the taxes from August 17, 2025 to December 31, 2025 in the amount of \$788.06; and

WHEREAS, the Tax Collector requests Township Council's approval to refund Mr. Cardieri in the amount of \$232.06 which is the amount paid from the date of disability rating, August 17, 2025 to September 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor hereby authorizes the Tax Collector to cancel and refund the following property taxes listed below for 21 Tuscany Drive, West Windsor, NJ:

Property Taxes Cancelled

August 17, 2025 to December 31, 2025 \$788.06

Property Taxes Refunded

August 17, 2025 to September 30, 2025 \$232.06

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## **REQUEST FOR COUNCIL ACTION**

**Date of Request:** 12/4/2025

**Initiated By:** Lynch

**Division/Department:** Fire & Emergency Services

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Authorization to purchase firefighter Personal Protective Equipment (PPE) through NJ State Contract 17-FLEET-00810 through Municipal Emergency Services.

**SOURCE OF FUNDING:** 405-2024-18-025 (\$6,710.85) – Acquisition of Equipment – Non-Vehicular  
405-2025-10-023 (\$5,284.17) – Acquisition of Equipment – Non-Vehicular

**CONTRACT AMOUNT:** \$11,995.02

**CONTRACT LENGTH:** N/A

### **OTHER SUPPORTING INFORMATION ATTACHED:**

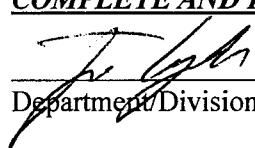
Certification of Funds

Request for council action

Memo

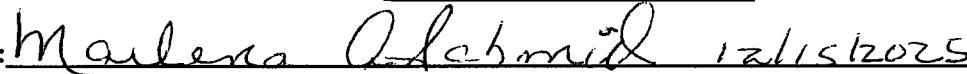
Quotes

### **COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

  
Department/Division Head

  
Date

### **APPROVED FOR AGENDA OF:**

By:   
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R2279

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor wishes to purchase Firefighter Personal Protective Equipment (PPE) through the State of New Jersey's Cooperative Purchasing Program (N.J.S.A. 40A:11-12), and

WHEREAS, Municipal Emergency Services, 66 Firemen's Way, Poughkeepsie, NY 12603, has been awarded the New Jersey State Contract # NJ-FLEET-00810 for said PPE for a total cost of \$11,995.02, and

WHEREAS, as of December 24, 2025 the Township's total aggregate spending with Municipal Emergency Services was as follows:

Purchase Order No.	62667	\$39,176.08
Purchase Order No.	63870	\$ 3,959.21
Purchase Order No.	64001	\$ 959.40
Purchase Order No.	64001	\$10,968.02
<u>Purchase Order No.</u>	<u>64965</u>	<u>\$39,318.24</u>
		\$94,380.95

WHEREAS, John V. Mauder, Chief Financial Officer has certified funds are available in the following accounts:

Fire & Emerg Svcs-Acquisition of Equipment-Non-Vehicular	405-2024-18-024	\$6,710.85
Fire & Emerg Svcs-Acquisition of Equipment-Non-Vehicular	405-2025-10-023	\$5,284.17

NOW, THEREFORE, BE IT RESOLVED by Township Council of the Township of West Windsor Marlena A. Schmid, the Township Business Administrator is hereby authorized to purchase the above under New Jersey State Contract # NJ-FLEET-00810 from Municipal Emergency Services

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## REQUEST FOR COUNCIL ACTION

**Date of Request:** December 9, 2025

**Initiated By:** Timothy M. Lynch

**Division/Department:** Fire & Emergency Services

### **ACTION REQUESTED/ EXECUTIVE SUMMARY:**

The approval of this resolution by Township Council will commence the first phase of a multi-year program of upgrading the emergency services communications system. Resolution is authorizing the Business Administrator to purchase portable radios, and ancillary support equipment. This purchase will be made with funds allocated in the 2025 capital budget for communications equipment (Public Safety – Fire & Emergency Services Acquisition of Equipment #405-2025-10-022). The purchase will be through NJ State Contract #83909 from Wireless Communications. The total cost of the purchase is not to exceed \$60,965.10

### **SOURCE OF FUNDING:**

Capital Budget – Acquisition of Equipment - 405-2025-10-022 -\$60,965.10.

### **CONTRACT AMOUNT:**

\$60,965.10

### **CONTRACT LENGTH:**

N/A

### **OTHER SUPPORTING INFORMATION ATTACHED:**

Memorandum

Resolution

Certificate of Funds

State Contract Quote

S:\AGENDA INBOX 2025, Communications upgrade, Wireless Communications, 12-5-2025

### **COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

\_\_\_\_\_  
Timothy M. Lynch  
Department/Division Head



\_\_\_\_\_  
December 9, 2025  
Date

### **APPROVED FOR AGENDA OF:**

By: Marlena Schmid 12/15/2025  
\_\_\_\_\_  
Marlena Schmid, Business Administrator

**MEETING DATE:** 12/22/25 **Ordinance #** \_\_\_\_\_ **Resolution #** 2025-R280

**Council Action Taken:**

RESOLUTION

WHEREAS, the Township of West Windsor, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C 5:34-7.29 (c), may by resolution and without advertising for bids, purchase any goods and services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, The Township of West Windsor needs to purchase new public safety fire & emergency services communications equipment to ensure continued interoperability with other Mercer County Fire and EMS agencies; and

WHEREAS, Motorola Solutions, C/O Wireless Communications, Inc has been awarded New Jersey State Contract #83909 for said public safety fire and emergency services communications equipment; and

WHEREAS, the total cost for this equipment is \$60,965.10 and the Chief Financial Officer has certified the availability of Funds in the following account:

Fire & Emerg Svsc-Acquisition of Equipment	405-2025-10-022	\$60,965.10
--	-----------------	-------------

NOW, THEREFORE, BE IT RESOLVED by Township Council of the Township of West Windsor authorized Marlena A. Schmid, Business Administrator to purchase the above equipment from Motorola Solutions, C/O Wireless Communications, 153 Cooper Road, West Berlin, NJ 08091.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: November 3, 2025

Initiated By: Anthony Esposito Division/Department: Department of Public Works

ACTION REQUESTED/ EXECUTIVE SUMMARY: Resolution authorizing purchase of new Dump Body w/ Plow Package purchased from Trius Inc., 5049 Industrial Rd, Farmingdale, NJ 07727.

SOURCE OF FUNDING: 405-2025-10-032

CONTRACT AMOUNT: \$119,064.49

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution 2025-R, bid sheets, and certification of funds

S:\AGENDA INBOX (file name)

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

12/2/2025  
Date

APPROVED FOR AGENDA OF:

By: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/13/25 Ordinance # \_\_\_\_\_ Resolution # 2025-12281

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of West Windsor needs to purchase one (1) New Dump Body with Plow Package for the Department of Public Works; and

WHEREAS, the Dump Body with Plow Package is available from Trius Inc., 5049 Industrial Rd, Farmingdale, NJ 07727, an Authorized Vendor for said equipment under the Educational Services Commission of New Jersey Cooperative Pricing System, ESCNJ #65MCESCCPS Class 4-8 Trucks-Bid #ESCNJ23/24-04 has provided Quotation #MC101625KN and dated December 8, 2025 in the amount of \$119,064.49; and

WHEREAS, the Chief Financial Officer has certified funds are available in the following account:

Public Works - Acquisition of Vehicle	405-2025-10-032	\$119,064.49
---------------------------------------	-----------------	--------------

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor Marlena A. Schmid, Business Administrator is authorized to purchase one (1) Dump Body with Plow Package from Trius Inc., 5049 Industrial Rd., Farmingdale, NJ 07727 under the Educational Services Commission of New Jersey Cooperative Pricing System #65MCESCCPS Class 4-8 Trucks- Bid #ESCNJ 23/24-04 for a total not to exceed \$119,064.49.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22<sup>nd</sup> day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## **REQUEST FOR COUNCIL ACTION**

**Date of Request:** December 8, 2025

**Initiated By:** Janis DiNatale **Division/Department:** Administration

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Authorizing the award of a contract in the amount of \$39,390.00 to Ricoh Americas Corporation c/o Atlantic Tomorrow's Office for the provision and installation of three (3) Savin IM7000 copiers for the Department of Community Development, the Department of Human Services (Health/Recreation), and the Division of Fire and Emergency Services. The copiers are under New Jersey State Contract 25-COMG-99562.

**SOURCE OF FUNDING:**

Acquisition of Equipment – Office/Computer  
Account No. 405 2024 18 001    \$39,041.90

Office Supplies      \$348.10  
Account No. 105-04-332

**CONTRACT AMOUNT:**

Not to exceed \$39,390.00

**CONTRACT LENGTH:** Delivery time approximately 8 weeks

**OTHER SUPPORTING INFORMATION ATTACHED:**

**Resolution  
Memo from Purchasing Assistant  
Certification of Funds**

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Janis Di Natale 12/15/25  
Department/Division Head Date

APPROVED FOR AGENDA OF: December 22, 2025

By: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 2/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R282  
Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29 (c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, The Township of West Windsor needs to purchase three (3) copiers for the Department of Community Development, the Department of Human Services (Health/Recreation), and the Division of Fire & Emergency Services; and

WHEREAS, Ricoh Americas Corporation, 5 Dedrick Place, West Caldwell, NJ, 07006, has been awarded New Jersey State Contract 25-COMG-99562 for copiers; and

WHEREAS, Ricoh Americas Corporation certifies that Atlantic Tomorrow's Office is an authorized dealer for New Jersey State Contract 25-COMG-99562; and

WHEREAS, the Chief Financial Officer has certified the availability of funds in the following accounts:

405 2024 18 001	Acq. of Equipment – Ofc/Computer	\$39,041.90
105-04-332	Office Supplies	<u>\$ 348.10</u>
		\$39,390.00

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor authorizes Marlena A. Schmid, the Business Administrator, to purchase three (3) Savin IM 7000 copiers under New Jersey State Contract 25-COMG-99562 from Ricoh Americas Corporation c/o Atlantic Tomorrow's Office, 134 West 26<sup>th</sup> Street, New York, NY 10001.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22<sup>nd</sup> day of December 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## REQUEST FOR COUNCIL ACTION

Date of Request: December 8, 2025

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

### ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of professional services agreement with AQUALIS to provide professional stormwater consulting services to assist the Township in preparation of the Watershed Inventory Report. The report is a requirement of the Bureau of NJPDES's Stormwater Discharge Permit, and is the first phase of a multi-phase requirement for the municipality to develop a Watershed Improvement Plan. The Township Engineer is recommending an agreement with AQUALIS.

### SOURCE OF FUNDING:

Traffic Safety Improv. Hazard Mitigation 405 2022 08 016

### CONTRACT AMOUNT:

Contract Amount: \$ 6,500.00

### CONTRACT LENGTH: one year

### OTHER SUPPORTING INFORMATION ATTACHED:

Resolution Engineer's Memorandum Agreement for Professional Services  
Certification of Funds Letter of Proposal (Exhibit A)

### COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW.

Department/Division Head

*Marlene Schmid* 12/12/2025

Date

APPROVED FOR AGENDA OF: December 22, 2025

By: *Marlena Schmid* 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R.283

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor requires professional stormwater consulting services; and

WHEREAS, the Township is required to prepare a Watershed Inventory Report to maintain compliance with the NJPDES municipal stormwater permit,

WHEREAS, AQUALIS has submitted a proposal dated December 1, 2025 indicating they will provide professional stormwater consulting services for the Watershed Inventory Report and related services for \$6,500.00; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with AQUALIS for the aforesaid services in the total amount of \$6,500.00; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds are available in the following line item appropriation account:

<u>Traffic Safety Improv. Hazard Mitigation</u>	<u>405 2022 08 016</u>	<u>\$ 6,500.00</u>
Account Title	Account Number	Amount

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, a Professional Services Agreement with AQUALIS with a performance period of one year to complete Watershed Inventory Report for an amount not to exceed \$6,500.00.
- (2) The Agreement so authorized shall require the Provider to provide professional stormwater consulting services pursuant to contract and its proposal dated December 1, 2025. The Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Agreement between the Township and AQUALIS and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: December 22, 2025

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22<sup>nd</sup> day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## REQUEST FOR COUNCIL ACTION

Date of Request: December 8, 2025

Initiated By: John Taylor Department of Comm. Dev./Engineering

### ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a resolution authorizing the awarding of a contract for the Alexander Road Pedestrian Safety Improvements project to Top Line Construction of Somerville, New Jersey. The work under this contract includes but is not limited to, clearing site and mobilization, traffic control, concrete sidewalk replacement, concrete curb, ADA ramps, tree removal, signage, landscaping, site restoration, and all other incidentals.. A New Jersey Department of Transportation grant in the amount of \$222,000.00 has been awarded for this project. One (1) bid was received for this project and it is recommended that this contract be awarded to the lowest responsible and responsive bidder, Top Line Construction of Somerville, New Jersey. The Engineer is recommending award of this project as noted.

### **SOURCE OF FUNDING:**

DOT grant Safe Streets Alexander Rd Pedestrian	405 2023 09 020	\$ 222,000.00
<u>Bicycle and Pedestrian Improvements</u>	<u>405-2021-14 010</u>	<u>\$ 9,224.87</u>
Account Title	Account Number	Amount

**CONTRACT AMOUNT:** \$231,224.87

**CONTRACT LENGTH:** Sixty (60) calendar days from Notice to Proceed

### OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Public Works Registration
Engineer's Memorandum	Affirmative Action Contract
Certification of Funds	Business Registration Certification
Agreement	Certificate of Employee Information Report
Affidavit of Compliance	Map

### COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

*Marlena Schmid* 12/9/25  
\_\_\_\_\_  
Department/Division Head Date

APPROVED FOR AGENDA OF: December 22, 2025

By: Marlena Schmid 12/15/2025  
\_\_\_\_\_  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-12284

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor has determined the need to add sidewalk on the south side of Alexander Road between Roszel Road and Bear Brook Road; and

WHEREAS, said contract was put out to public bid and the following bids were received and opened on Tuesday, December 2, 2025; and

WHEREAS, the Township has received one (1) bid, as follows:

<u>No.</u>	<u>Contractor</u>	<u>Price</u>
1	Top Line Construction Corp.	\$231,224.87

WHEREAS, the Township Engineering staff have reviewed the bid and have determined that Top Line Construction submitted the lowest responsible and responsive bid; and

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

<u>Account Title</u>	<u>405 2023 09 020</u>	<u>\$ 222,000.00</u>
<u>Bicycle and Pedestrian Improvements</u>	<u>405-2021-14 010</u>	<u>\$ 9,224.87</u>
	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the contract for the Alexander Road Pedestrian Safety Improvements project be awarded to Top Line Construction Corp., 22 Fifth Street, Somerville, NJ, and the Mayor and Clerk are authorized to execute said contract.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## REQUEST FOR COUNCIL ACTION

Date of Request: December 9, 2025

Initiated By: John Taylor Department of Comm. Dev./Engineering

### ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a resolution authorizing the awarding of a contract for the Conover Road Connection to South Post Road Bikeway project to Black Rock Enterprises of Old Bridge, New Jersey. The work under this contract includes but is not limited to, clearing site and mobilization, traffic control, concrete sidewalk replacement, concrete curb, ADA ramps, tree removal, signage, landscaping, site restoration, and all other incidentals. A New Jersey Department of Transportation grant in the amount of \$377,000.00. has been awarded for this project. Three (3) bids were received for this project and it is recommended that this contract be awarded to the lowest responsible and responsive bidder, Black Rock Enterprises of Old Bridge, New Jersey. The Engineer is recommending award of this project as noted.

### **SOURCE OF FUNDING:**

<u>DOT grant - Bikeway Program Conover &amp; So Post</u>	<u>405 2023 09 014</u>	<u>\$ 272,664.70</u>
Account Title	Account Number	Amount

**CONTRACT AMOUNT:** \$272,664.70

**CONTRACT LENGTH:** Seventy Five (75) calendar days from Notice to Proceed

### OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Public Works Registration
Engineer's Memorandum	Affirmative Action Contract
Certification of Funds	Business Registration Certification
Agreement	Certificate of Employee Information Report
Affidavit of Compliance	Map

### COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

*MMrGn* 12/10/25

Date

APPROVED FOR AGENDA OF: December 22, 2025

By: *Marlena Q Schmid* 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-L285

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor has determined the need to add a multiuse path on the north side of Conover Road from an existing sidewalk to connect to the bikeway on the west side of South Post Road at the intersection of Conover Road with South Post Road; and

WHEREAS, said contract was put out to public bid and the following bids were received and opened on Tuesday, December 2, 2025; and

WHEREAS, the Township has received three (3) bids, as follows:

No.	Contractor	Price
1	Black Rock Enterprises	\$272,664.70
2	Top Line Construction Corp.	\$299,989.62
3	Earle Asphalt Company	\$322,713.13

WHEREAS, the Township Engineering staff have reviewed the bids and have determined that Black Rock Enterprises submitted the lowest responsible and responsive bid; and

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

DOT grant - Bikeway Program Conover & So Post	405 2023 09 014	\$272,664.70
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the contract for the Conover Road Connection to South Post Road Bikeway project be awarded to Black Rock Enterprises, 1316 Englishtown Road, Old Bridge, New Jersey 08857 and the Mayor and Clerk are authorized to execute said contract.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## REQUEST FOR COUNCIL ACTION

Date of Request: December 8, 2025

Initiated By: John Taylor Department of Comm. Dev./Engineering

### ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a resolution authorizing the awarding of a contract for the North Post Road to South Post Road Bikeway project to Halecon of Bridgewater, New Jersey. The work under this contract includes but is not limited to, clearing site and mobilization, traffic control, brush removal, drainage improvements, concrete curb, bikeway construction, landscaping, site restoration, and all other incidentals appurtenant thereto as directed by the Engineer, in a neat, competent, and skilled manner. A New Jersey Department of Transportation grant in the amount of \$330,000.00 has been awarded for this project. Five (5) bids were received for this project and it is recommended that this contract be awarded to the lowest responsible and responsive bidder, Halecon of Bridgewater, New Jersey. The Engineer is recommending award of this project as noted.

### **SOURCE OF FUNDING:**

<u>Roadway Improvements</u>	<u>405-2022-08 014</u>	<u>\$ 279,925.00</u>
Account Title	Account Number	Amount

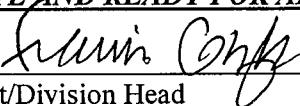
**CONTRACT AMOUNT:** \$279,925.00

**CONTRACT LENGTH:** Sixty (60) calendar days from Notice to Proceed

### OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Public Works Registration
Engineer's Memorandum	Affirmative Action Contract
Certification of Funds	Business Registration Certification
Agreement	Certificate of Employee Information Report
Affidavit of Compliance	Map

### COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

 12/9/2025  
Department/Division Head Date

APPROVED FOR AGENDA OF: December 22, 2025

By:  12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-L286

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor has determined the need to construct a bikeway on the west side of North Post Road between Wood Hollow Road and Village Road West; and

WHEREAS, said contract was put out to public bid and the following bids were received and opened on Wednesday, December 3, 2025; and

WHEREAS, the Township has received five (5) bids, as follows:

<u>No.</u>	<u>Contractor</u>	<u>Price</u>
1	Halecon	\$279,925.00
2	SDW Construction	\$310,042.00
3	Black Rock Enterprises	\$316,455.00
4	Earle Asphalt Company	\$330,413.13
5	Top Line Construction Corp.	\$374,346.92

WHEREAS, the Township Engineering staff have reviewed the bids and have determined that Halecon submitted the lowest responsible and responsive bid; and

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

<u>Roadway Improvements</u>	<u>405-2022-08 014</u>	<u>\$279,925.0</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the contract for the North Post Road Connector to South Post Road Bikeway project be awarded to Halecon, 136 Billian Street, Bridgewater, NJ 08807, and the Mayor and Clerk are authorized to execute said contract.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December, 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## **REQUEST FOR COUNCIL ACTION**

**Date of Request:** December 10, 2025

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of Contract Amendment No. 4 for professional services for the inspection of repairs to the D&R Canal Sewer Interceptor from Route 1 to Alexander Road. The Township Engineer is recommending supplemental work to address liner removal, manhole rehabilitation and full sewer piping inspection and has reviewed and endorsed the attached contract amendment order for Van Cleef Engineering Associates.

**SOURCE OF FUNDING:**

Original Contract Amount

<i>Sanitary Sewer Line Upgrades</i>	405-2008-26-002	\$19,056.00
<i>Sanitary Sewer Line Upgrades</i>	405-2008-26-002	\$ 6,168.15
<i>Sanitary Sewer Line Upgrades</i>	405-2008-26-002	\$50,380.00
<i>Sanitary /Storm Sewer Improvements</i>	405-2021-14 030	\$21,344.00

**ADDITION SOURCE OF FUNDING:**

Sanitary /Storm Sewer Improvements 405-2021-14 030 \$64,320.00

**CONTRACT AMOUNT:**

<i>Original Contract Amount:</i>	\$ 19,056.00
<i>Contract Amendment #1:</i>	\$ 6,168.15
<i>Contract Amendment #2:</i>	\$ 50,380.00
<i>Contract Amendment #3:</i>	\$ 21,344.00
<u><i>Contract Amendment #4:</i></u>	<u>\$ 64,320.00</u>
<b>Final Contract Amount:</b>	<b>\$161,268.15</b>

**CONTRACT LENGTH:** until construction completion

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution	Resolution 2018-R236	Amendment #4 to Agreement
Certification of Funds	Resolution 2019-R119	Budget Amendment Request (Exhibit A)
Engineer's Memorandum	Resolution 2019-R214	

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Enye 12/10/25  
Department/Division Head Date

APPROVED FOR AGENDA OF: December 22, 2025

By: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/23/25      Ordinance #:      Resolution #: 2025-R282

#### **Council Action Taken:**

RESOLUTION

WHEREAS, the Township of West Windsor required professional services for engineering assessment, for the televising and assessment of the D&R Sewer Interceptor; and

WHEREAS, Van Cleef Engineering Associates was awarded a Professional Services Agreement on October 15, 2018, for the total contract amount of \$19,056.00; and

WHEREAS, Van Cleef Engineering Associates was awarded Amendment #1 to their contract on May 28, 2019, for a revised total contract amount of \$25,224.15; and

WHEREAS, Van Cleef Engineering Associates was awarded Amendment #2 to their contract on September 30, 2019, for a revised total contract amount of \$75,604.15; and

WHEREAS, Van Cleef Engineering Associates was awarded Amendment #3 to their contract on November 14, 2022, for construction administration and observation services, for a revised total contract amount of \$96,948.15; and

WHEREAS, there occurred a need for construction observation and coordination of the contract work due to contractor's performance difficulties, as outlined in the Van Cleef Engineering Associates letter of June 24, 2025; and

WHEREAS, the amount of additional services is \$64,320.00 for a total revised contract amount of \$161,268.15; and

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

Sanitary /Storm Sewer Improvements 405-2021-14 030 \$64,320.00

WHEREAS, Amendment #4 to the Agreement for Professional Services has been reviewed by the Township Engineer and he recommends it be executed.

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 #4 to the Agreement for Professional Engineering Services with Van Cleef Engineering Associates of Hamilton, NJ for the D& R Sewer Interceptor.
- (2) Amendment #4 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 Van Cleef Engineering Associates, dated October 15, 2018 remain in full force and effect.
- (4) An Executed copy of the revised Agreement between the Township and Van Cleef Engineering Associates and a copy of this Resolution shall be kept on file and available for public inspection in the office of the Township Clerk.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township

## REQUEST FOR COUNCIL ACTION

Date of Request: December 10, 2025

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

### ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a Resolution authorizing the execution of the required Treatment Works Approval Permit (TWA) application to the New Jersey Department of Environmental Protection for the existing multi-family residential campus known as "Eaves West Windsor" (f.k.a. AvalonWatch), located at Block 15, Lot 4. The project is estimated to generate an average wastewater flow of 100,968 gallons per day. The project will decommission the on-site pump station, which sends flows to SBRSA Millstone River Pump Station, and convert to gravity flows and discharge wastewater into the Duck Pond Run Sewer Interceptor and SBRSA Meter Station #7. It includes an extension of the gravity sewer collection system, which requires the TWA.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

### OTHER SUPPORTING INFORMATION ATTACHED:

Resolution

Engineer's Memorandum

Request Letter

Map

### COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

*Francis Guzik* 12/12/2025

Date

APPROVED FOR AGENDA OF: December 22, 2025

By: Marlena Schmid 12/15/2025  
Marlena Schmid, Business Administrator

MEETING DATE: 12/22/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R228

Council Action Taken:

RESOLUTION

WHEREAS, Avalon Bay Communities, Inc., through its professional consultant, has submitted a request for the decommissioning of their private sanitary pump station and conversion of their wastewater disposal to gravity connection into the recently constructed Duck Pond Run Sewer Interceptor for their existing multifamily campus at "Eaves West Windsor" located on Clarksville Road at Block 15, Lot 4; and

WHEREAS, an extension of the private gravity sewer collection system to the Interceptor is required, which requires a Treatment Works Approval Permit from the New Jersey Department of Environmental Protection; and

WHEREAS, the Township Engineer has certified there is sufficient capacity in the downstream sanitary sewer system to accommodate the average daily flow of 100,968 gallons per day (gpd) of wastewater that is estimated to be generated by the campus; and

WHEREAS, the request is consistent with the Utilities Plan Element of the Master Plan, Section 2: Goals and Policies, Goal B, Policy 10 is, "Encourage the decommissioning of all pump stations in preference of gravity flow."

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Township Engineer be and hereby is authorized to execute the endorsement of the New Jersey Department of Environmental Protection Treatment Works Approval Permit application for Eaves West Windsor project located at Block 15, Lot 4, as required to implement this Resolution, upon submission of final design/construction plans and specifications acceptable to the Township Engineer.

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22<sup>nd</sup> day of December 2025.

---

Allison D. Sheehan  
Township Clerk  
Township of West Windsor

**REQUEST FOR COUNCIL ACTION**

Date of Request: December 8, 2025

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Budget transfer resolution to provide for the transfer of funds within the 2025 Municipal Budget.

The governing body may, by resolution setting forth the facts, adopted by not less than 2/3 vote of the full membership thereof, transfer the amount of such excess to those appropriations deemed to be insufficient.

**SOURCE OF FUNDING:** 2025 Municipal Budget

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED:**

Memo from CMFO

S:\AGENDA INBOX: 2025 Budget Transfer

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

John V. Mauder  
Department/Division Head

12/11/25  
Date

**APPROVED FOR AGENDA OF:** December 22, 2025

By: Marlena A. Schmid 12/15/2025  
Marlena A. 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 FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 12/22/25 Ordinance #   Resolution # 2025-K287

Council Action Taken:

## TRANSFER RESOLUTION 2025 APPROPRIATIONS

WHEREAS, N.J.S.A. 40 A:4-58 provides for appropriation transfers during the last two months of any fiscal year; and

WHEREAS, it has been determined appropriations require additional funding to fulfill the purpose of said appropriations.

NOW, THEREFORE BE IT RESOLVED by the Township Council of West Windsor that the following transfers be made within the 2025 Current Fund Budget for the Township of West Windsor.

<u>TRANSFER FROM</u> <u>ACCOUNT NAME &amp; NUMBER</u> <u>&amp; NUMBER</u>	<u>AMOUNT</u>	<u>TRANSFER TO</u> <u>ACCOUNT NAME</u>
Administration O & E 105-04-200	\$ 2,500.00	Building & Grounds O & E 105-38-200
Utility—Street lighting O & E 105-56-277	\$ 9,500.00	Utility-Electric/Gas O & E 105-56-215
Extended Sick Leave S & W 105-60-100	\$ 5,500.00	Utility-Electric/Gas O & E 105-56-215
Utility—Street lighting O & E 105-56-277	\$ 3,000.00	Utility-Water O & E 105-56-281
Administration S & W 105-04-100	\$ 40,000.00	Uniform Fire Code S & W 105-31-100
Extended Sick Leave S & W 105-60-100	\$ 15,000.00	Uniform Fire Code S & W 105-31-100
Mayor S & W 105-05-100	\$ 25,000.00	Emergency Services S & W 105-41-100
Construction S & W 105-38-100	\$ 100,000.00	Emergency Services S & W 105-41-100
Public Works S & W 105-40-100	\$ 200,000.00	Emergency Services S & W 105-41-100
Refuse Collection O & E 105-58-200	\$ 100,000.00	Emergency Services S & W 105-41-100
Financial Adm O & E 105-06-200	\$ 40,000.00	Police S & W 105-18-100

Refuse Collection O & E 105-58-200	\$ 100,000.00	Police O & E 105-18-100
Health S & W 105-21-100	\$ 30,000.00	Police O & E 105-18-100
Recreation S & W 105-22-100	\$ 45,000.00	Police O & E 105-18-100
Housing O & E 105-23-200	\$ 26,000.00	Police O & E 105-18-100
Fire Hydrant O & E 105-54-200	\$ 80,000.00	Police O & E 105-18-100
Extended Sick Leave S & W 105-60-100	\$ 29,000.00	Police O & E 105-18-100
Buildings & Grounds S & W 105-53-100	\$ 40,000.00	Engineering S & W 105-30-100
Housing S & W 105-23-100	\$ 25,000.00	Land Use S & W 105-33-100

Adopted: December 22, 2025

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 22nd day of December 2025.

---

Allison D. Sheehan  
Township Clerk  
West Windsor Township