

**MEETING TO BE
LIVE STREAMED AT
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**

August 3, 2026

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice – January 23, 2026 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
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
 - 2026-01 BOND ORDINANCE PROVIDING FOR THE REPLACEMENT OF THE FIRE SPRINKLER SYSTEM AT WEST WINDSOR FIRE STATION #43 IN AND BY THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$231,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$220,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF
- Re-adoption of Ordinance 2026-01 for the purpose of meeting legal advertising requirements to adopt a Bond Ordinance (N.J.S.A. 40:2-17)
11. Consent Agenda
 - A. Resolutions

B. Minutes – June 22, 2026

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

- 2026-R149 Approving the Refund of Over-Stated Non-Residential Development Fee Calculation to Princeton Junction Storage, LLC - \$59,744.16
- 2026-R150 Authorizing the Mayor and Clerk to Execute the Reimbursement Agreement with Enclave at Princeton Junction Homeowners Association for Street Lighting and Snow Removal for 2024 and 2025.
- 2026-R151 Authorizing the Mayor and Clerk to Execute an Easement Modification Agreement for 24 Cartwright Drive
- 2026-R152 Authorizing the Mayor and Clerk to Execute a Shared Services Agreement with Hamilton Township for Ecological Facility Use
- 2026-R153 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Parker McCay, P.A. for Township Attorney Services - \$200,000.00
- 2026-R154 Authorizing the Environmental Commission Chair to Execute an Agreement for a Grant from the Association of New Jersey Environmental Commissions to Fund the Construction of a Pollinator Garden in West Windsor Community Park
- 2026-R155 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Roberts Engineering Group for Engineering Construction Administration and Inspection Services for the Penn Lyle & New Village Road Pedestrian Safety Improvements Project: Alexander Road and Harris Road; Penn Lyle Road and Canoe Brook Drive; Penn Lyle Road at Trolley Line; Village Road East at Dutch Neck School; New Village Road at Shannon Way; and New Village Road at Southfield Road- \$13,900.00
- 2026-R156 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with WSP USA, Inc. for Professional Engineering Services for the 2026 Formal Inspection of Grover Mill Dam - \$22,758.00
- 2026-R157 Authorizing the Mayor and Clerk to Execute a Contract with All Phase Consulting Services for Repairs to the West Windsor Twp. Fire-EMS Facility Station #45 - \$242,500.00

- 2026-R158 Authorizing the Business Administrator to Purchase One (1) PacketTalk PT-RD4000 Mobile Surveillance Trailer with Automated License Plate Reader Cameras from CDW Government LLC Through the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System, ESCNJ #65MCESCCPS, Bid #: ESCNJ/AEPA 026-D- Technology Catalog – Supplies and Services - \$49,500.00
- 2026-R159 Authorizing the Business Administrator to Purchase Multi Line Wide Area Network (WAN) Redundancy for Continuity of Operations Within the Municipality from SHI International Corporation Under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 24-38 – with the County of Bergen - \$86,995.26
- 2026-R160 Authorizing the Business Administrator to Purchase New Fire & Emergency Services Mobile Communications Equipment from Motorola Solutions, C/O Wireless Communications, Inc. through New Jersey State Contract 25-TELE-132995 - \$17,581.50
- 2026-R161 Authorizing the Business Administrator to Execute Documents for a Cellular Data Plan Subscription from AT&T through New Jersey State Contract #AT&T 22-TELE-05861 (Wireless) - \$7,747.11

14. Introduction of Ordinances

- 2026-16 AN ORDINANCE ADDING CHAPTER 42, BAMBOO, TO THE CODE OF THE TOWNSHIP OF WEST WINDSOR TO REGULATE THE PROHIBITION, EXISTENCE, AND REMOVAL OF BAMBOO

Public Hearing: August 24, 2026

- 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

REQUEST FOR COUNCIL ACTION

Date of Request: January 13, 2026

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Bond Ordinance providing for replacement of the fire sprinkler system at West Windsor Fire Station of the Township of West Windsor, appropriating the aggregate amount of \$231,000.00, authorizing the issuance of \$220,000.00 in bonds and notes.

SOURCE OF FUNDING:

Capital – Down Payment and Debt Authorized

CONTRACT AMOUNT:

N/A

CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Ordinance Summary

S:\AGENDA INBOX (file name) 2026 General Improvement Bond Ordinance

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder 1/13/26
Department/Division Head Date

APPROVED FOR AGENDA OF: January 26, 2026

By: Marlena A. Schmid 01/21/2026
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 FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 1/26/26 Ordinance # 2026-01 Resolution # _____

Council Action Taken:



WEST WINDSOR TOWNSHIP

July 24, 2026

TO: Council Members
Mayor Hemant Marathe

CC: Marlena Schmid, Business Administrator

FROM: Allison D. Sheehan, Township Clerk

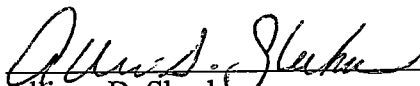
SUBJECT: Re-Adoption of Bond Ordinance 2026-01

The adoption process for Bond Ordinance 2026-01 needs to be redone for the purpose of meeting the legal publication requirements for a Bond Ordinance pursuant to N.J.S.A. 40:2-17.

Although the publications for introduction and adoption of Bond Ordinance 2026-01 were posted by the Clerk's Office, the publications were formatted in the usual Ordinance form and not in the form provided by the Bond Attorney noting the appropriation, bond/notes authorized, grants (if any) appropriated, Section 20 costs and useful life.

For the purpose of meeting the requirements of legal publication, the correct publication for Introduction was posted to the Township website public notice page on July 14, 2026. Council will need to vote to adopt Ordinance 2026-01 again at the August 3, 2026 Business Session and the correct publication of adoption will be posted August 4, 2026 to the Township website public notice page.

Thank you,


Allison D. Sheehan
Township Clerk



WEST WINDSOR TOWNSHIP

DEPARTMENT OF ADMINISTRATION DIVISION OF BUILDING AND GROUNDS

TO: Hemant Marathe, Mayor
Marlena Schmid, Business Administrator

COPY: John Mauder, Chief Financial Officer
Allison D. Sheehan, Township Clerk
Kerry Giblin, Special Assistant to Administration

FROM: Brian Aronson, Facilities Maintenance Manager *BA*

SUBJECT: Bond Ordinance for Additional Capital Funding
WW Volunteer Fire Station 43 Sprinkler Replacement Project

DATE: January 21, 2026

As you are aware, the Township opened Public Bids for the WW Volunteer Fire Station 43 Sprinkler Replacement Project on Tuesday, December 30, 2025. Bid proposals were received from three (3) prospective construction companies. This was a good result because the Township had received zero (0) public bids for the Township Fire-EMS Sprinkler project a few weeks prior.

The project bid prices were slightly higher than the original amount included for the project in the 2023 Approved Capital Budget. However, as the Mayor stated during the 2025 budget discussions, if the originally allocated funds for the project (\$175,000.00) were not sufficient to award a contract, the Township would allocate additional funds necessary to complete the project. As a result, Township Council has to introduce a bond ordinance at the January 26, 2026 Business Meeting to allocate an additional \$231,000.00 before it can award the Construction Contract. The 5% down payment funds (\$11,550.00) are currently available in the Capital Fund.

The apparent Low Bidder's proposal includes the Base Bid (Schedule 40 Black Pipe - \$299,500.00) along with Add Alternate #3 (Nitrogen Generator - \$26,600.00) for a total project cost of \$326,100.00. The current balance in Capital Account #405-2023-09-030 is \$155,789.96. The original amount in the 2023 budget request was \$175,000.00 and to date a total of \$25,180.00 has been encumbered for the Architect to complete design, prepare construction drawings and specifications, as well as provide Construction Administration and Observation services.

The Township has 60 days from the bid opening to award a Construction Contract. The apparent Low Bidder has agreed to hold their pricing until April 1, 2026, so that a Construction Contract can be executed in March.

After Township Council awards the Construction Contract, the Contractor will submit the required permit to the Code Enforcement Office. Once the permit is approved, a meeting will be scheduled with the Township, Volunteer Fire Company, the Architect, and the Contractor to discuss timing, access, and construction activities, etc.

If you have any questions or require any additional information, please let me know.

Ordinance 2026-01

BOND ORDINANCE PROVIDING FOR THE REPLACEMENT OF THE FIRE SPRINKLER SYSTEM AT WEST WINDSOR FIRE STATION #43 IN AND BY THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$231,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$220,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST WINDSOR, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Township of West Windsor, in the County of Mercer, New Jersey (the "Township") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$231,000, including the sum of \$11,000 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$220,000 pursuant to the Local Bond Law. In

anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is the replacement of the fire sprinkler system at West Windsor Fire Station #43, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or

private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$220,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$30,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Township hereby declares the intent of the Township to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to

be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

INTRODUCTION: February 2, 2026

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

EFFECTIVE DATE:

REQUEST FOR COUNCIL ACTION

Date of Request: 7/8/26_____

Initiated By: Lorraine Jones_____ Division/Department: Finance/Tax Assessing_____

ACTION REQUESTED/ EXECUTIVE SUMMARY: Partial refund of Non-Residential Development Fee to Princeton Junction Storage, LLC.

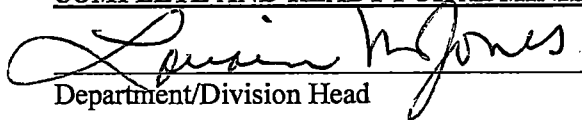
SOURCE OF FUNDING: 12-12-01 Affordable Housing Trust Fund

CONTRACT AMOUNT: \$59,744.16

CONTRACT LENGTH:

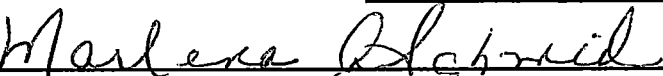
OTHER SUPPORTING INFORMATION ATTACHED: Resolution, Memo

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW


Department/Division Head

7/8/26
Date

APPROVED FOR AGENDA OF: 8/3/26_____

By:  07/29/2026
Maklena Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R149

Council Action Taken:

RESOLUTION

WHEREAS, Lorraine M. Jones, Township Tax Assessor, has certified a Non-Residential Development Fee for a Developer, Princeton Junction Storage, LLC in the amount of \$342,939.71 for the project at Bock 10, Lot 15.03 (201 Clarksville Road); and

WHEREAS, said Developer paid said Fee of \$342,939.70 in full, but also requested a review of the calculation, specifically the property value; and

WHEREAS, the property valuation was recalculated with the consultation of BRB Valuation, Township Appraisal Consultants; and

WHEREAS, the Township Tax Assessor has determined the Non-Residential Development Fee calculation had been over stated and should be \$283,195.54; and

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

Affordable Housing Trust Fund - 121201	\$59,744.16
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NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the following refund be made:

<u>Applicant</u>	<u>Refund</u>
Princeton Junction Storage, LLC 20 Nassau Street Princeton, NJ 08542	\$59,744.16

BE IT FURTHER RESOLVED, the John V. Mauder, Township Treasurer is hereby authorized to release a refund of \$59,744.16 to Princeton Junction Storage, LLC.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: June 23, 2026

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution providing for reimbursement of street lighting and snow removal costs for Enclave at Princeton Jct. Homeowners Associations for 2024-2025. The Township is required to either provide certain services or reimburse Associations for street lighting and snow removal.

SOURCE OF FUNDING:

2024-2025 Budget and Snow Trust

CONTRACT AMOUNT:

\$908.20

CONTRACT LENGTH:

January 1, 2024 through December 31, 2025

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution, Agreements and copy of Certification of Funds

S:\AGENDA INBOX (file name) 2025 Resolution-Kelly 2024-25 Enclave

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

John V. Mauder 7/16/24
Department/Division Head Date

APPROVED FOR AGENDA OF: August 3, 2026

By: Marlena A. Schmid 07/29/2024
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 WEDNESDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 8/3/24 Ordinance # _____ Resolution # 2626-RL50

Council Action Taken:

RESOLUTION

WHEREAS, N.J.S.A. 40:67-23.2 et seq. establishes a policy and schedule of the reimbursement of costs for street lighting and snow removal incurred by qualified private communities; and

WHEREAS, Enclave at Princeton Junction Homeowners Association qualifies as such community; and

WHEREAS, the Township of West Windsor has agreed to reimburse the Enclave at Princeton Junction Homeowners Association for street lighting and snow removal costs for 2024 and for street lighting costs for 2025; and

WHEREAS, funds are available as evidenced by the Chief Financial Officer's certification of funds:

Enclave at Princeton Junction Homeowners Association

Accounts Payable 2024-2025	101001	\$ 802.95
Snow Trust -2024	121407	\$ 105.25
Total		\$ 908.20

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor, County of Mercer, and State of New Jersey that the Mayor and Township Clerk are hereby authorized to execute agreement with this Association to reimburse them for certain snow removal and street lighting costs pursuant to N.J.S.A. 40:67-23.2 et. seq. in the following amounts:

Enclave at Princeton Junction Homeowners Association

Accounts Payable 2024-2025	101001	\$ 802.95
Snow Trust -2024	121407	\$ 105.25
Total		\$ 908.20

A copy of said Agreement is attached herein.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: July 8, 2026

Initiated By: Francis Guzik

Department of Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of an Easement Modification Agreement with the owners of Block 21.06, Lot 163, to permit the construction of a fence in the drainage easement, located on the sides and back of their property (24 Cartwright Drive).

Jonathan and Mika Oh

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED

Resolution

Map

Easement Modification Agreement

Letter of Request

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik
Department/Division Head

7/21/2026
Date

APPROVED FOR AGENDA OF: August 3, 2026

By: Marlena G. Schmid 07/29/2026
Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R151

Council Action Taken:

RESOLUTION

WHEREAS, Jonathan and Mika Oh, owners of property located at 24 Cartwright Drive, West Windsor Township, New Jersey, also known as Block 21.06 Lot 163, in West Windsor, New Jersey 08550, have made a request for a waiver to permit the construction of a fence in the drainage easement located in the side yard of their property; and

WHEREAS, the Township Engineer has reviewed and approved this request subject to compliance with the terms of the Easement Modification Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of West Windsor Township that the waiver requested by Jonathan and Mika Oh be hereby granted subject to the acceptance of the recommendations of the Township Engineer and the execution of the annexed Easement Modification Agreement:

BE IT FURTHER RESOLVED the Mayor and Clerk are hereby authorized to execute said agreement in a form substantially similar to that attached hereto, which shall be filed in the Mercer County Clerk's Office by the Township Attorney.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: June 23, 2026

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

ACTION REQUESTED/ EXECUTIVE SUMMARY: Resolution authorizing the Mayor and Clerk to Execute a Share Services Agreement with Hamilton Township for Ecological Facility Use from July 1, 2026 through June 30, 2027 for the deposit of brush, tree stumps, and leaves (Class C materials).

SOURCE OF FUNDING: Refuse Collection/Brush Disposal 105-58-218

CONTRACT AMOUNT: \$121,448.89

CONTRACT LENGTH: July 1, 2026 – June 30, 2027 with an additional nine (9) one-year options to extend the terms of the Agreement, inclusive of a 2% increase annually.

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution

Certification of Funds

S:\AGENDA INBOX (file name) _____

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

6/23/2026
Date

APPROVED FOR AGENDA OF: _____

By: Marlena Schmid 07/29/2026
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 FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R152

Council Action Taken:

RESOLUTION

- WHEREAS, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 et seq., permits local units of this State to enter into a contract with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction; and
- WHEREAS, the Township of Hamilton operates the Hamilton Township Ecological Facility located on Kuser Road in Hamilton Township (hereinafter “Ecological Facility”); and
- WHEREAS, the Township of West Windsor wants to continue the Shared Services Agreement (hereinafter “Agreement”) for use of the Ecological Facility to deposit brush, tree stumps and leaves (Class C materials) (the “Services”) and understands all materials must be source separated; and
- WHEREAS, the Shared Services Agreement – Amendment between the Townships of Hamilton and West Windsor, (collectively the “Parties”) for the Services of the Ecological Facility dated April 25, 2022 was approved by the governing bodies of the Township of Hamilton (Resolution No. 22-160) and the Township of West Windsor (Resolution No. 2022-R113); and
- WHEREAS, West Windsor Township’s annual fee for the Services of the Ecological Facility totaled \$119,067.54 for the fifth and final year of the Shared Services Agreement, July 1, 2025 - June 30, 2026; and
- WHEREAS, the Township of Hamilton has continued to provide the Services to the Township of West Windsor, and while doing so, the Parties have been negotiating new terms for the Agreement; and
- WHEREAS, the Township of Hamilton’s new Agreement (Attached) has an initial one (1) year term (July 1, 2026 through June 30, 2027);
- WHEREAS, thereafter, the Agreement provides the Township the option to extend said Agreement annually for up to a total of nine (9) one (1) year options to extend, inclusive of a two (2) percent increase annually as indicated below:
1. July 1, 2027 – June 30, 2028 – \$123,877.87
 2. July 1, 2028 – June 30, 2029 – \$126,355.43
 3. July 1, 2029 – June 30, 2030 – \$128,882.54
 4. July 1, 2030 – June 30, 2031 – \$131,460.19
 5. July 1, 2031 – June 30, 2032 – \$134,089.39
 6. July 1, 2032 – June 30, 2033 – \$136,771.18
 7. July 1, 2033 – June 30, 2034 – \$139,506.60
 8. July 1, 2034 – June 30, 2035 – \$142,296.73
 9. July 1, 2035 – June 30, 2036 – \$145,142.66

WHEREAS, if the Township of West Windsor exercises its right to extend the additional nine (9) one (1) year extensions, the grand total cost to be paid to Hamilton Township amounts to \$1,329,831.48; and

WHEREAS, the Township of West Windsor's cost for use of the services of the Ecological Center beginning July 1, 2026 through June 30, 2027 totals \$121,448.89;

WHEREAS, the Chief Financial Officer of the Township of West Windsor has certified funds available in the following account:

Refuse Collection/Brush Disposal 105-58-218 \$121,448.89

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor authorizes the Mayor and Clerk to execute the attached Shared Services Agreement with the Township of Hamilton for the Services of the Ecological Facility.

BE IT FURTHER RESOLVED, payment of each year's annual fee set forth in the Agreement and this Resolution shall be subject to the appropriation of sufficient funds in the Township of West Windsor's Annual Budget and the adoption of same by the Township Council of the Township of West Windsor.

BE IT FURTHER RESOLVED, the annual fee owed to the Township of Hamilton for the Services of the Ecological Center pursuant to the Agreement and the Resolution shall require a certification of availability of funds from the Chief Financial Officer.

BE IT FURTHER RESOLVED, the Chief Financial Officer, the Director of Public Works, and the Business Administrator shall be provided copies of the Agreement and this Resolution.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Council at their meeting on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: August 3, 2026

- ☐ Ordinance
☐ (Summary attached)
☒ Resolution
☐ (Backup documents complete)
(Contracts require Affirmative
Action Certificate)
☐ Item for Discussion only

Initiated By: Hemant Marathe Department of Administration

ACTION REQUESTED/EXECUTIVE SUMMARY: Approval of a resolution authorizing the Township Clerk and Mayor to execute a contract with Parker McCay as Township Attorney from January 1, 2026 through December 31, 2026

SOURCE OF FUNDING: Current Fund

CONTRACT AMOUNT: \$200,000

CONTRACT LENGTH: 01/01/2026 – 12/31/2026

OTHER SUPPORTING INFORMATION ATTACHED

Resolution and contract
Proposal

☐ DISK & file name (OR) S:\AGENDA INBOX (file name 2026-Parker McCay-Resolution)

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Marlena A. Schmid 07/29/2026
Department/Division Head Date

APPROVED FOR AGENDA OF: August 3, 2026

By: _____
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 BUSINESS MEETING.**

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R153
Council Action Taken:
Distributed:

RESOLUTION

WHEREAS, there exists a need for the Township to obtain counsel to provide legal services to the Township for the year 2026 and appointment of a Municipal Attorney as authorized by State law; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a) permits an award of contract for "Professional Services" without competitive bids, and the services contemplated to be rendered by the Attorneys qualify as "Professional Services" under this law; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Parker McCay P.A., a firm of licensed New Jersey Attorneys, for the performance of the aforesaid services; and

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

Legal – Legal Fees	105-46-223	\$ 70,000
Legal – Legal Fees – Twp. Council	105-46-224	\$ 21,000
Legal – Litigation	105-46-228	<u>\$109,000</u>
	Total	\$200,000

NOW, THEREFORE, BE IT RESOVLED, by the Township Council of the Township of West Windsor that:

- 1, The Mayor and Clerk are hereby authorized to execute, on behalf of the Township, a Professional Services Agreement, with Parker McCay P.A. for the performance of legal services and the appointment of a Municipal Attorney, for an amount not to exceed \$200,000 for the period of January 1, 2026 through December 31, 2026.
2. A notice of this action shall be published on the official Township website within ten (10) days of its passage in compliance with P.L. 2025, c. 72.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: July 20, 2026

Initiated By: Francis Guzik

Department of Comm. Dev./Engineering

ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a Resolution authorizing the Environmental Commission Chair to execute an agreement for a grant from the Association of New Jersey Environmental Commissions (ANJEC). The grant will provide funds towards the construction of a pollinator garden to be constructed within Community Park. The grant application was approved and requires completion of the project by July 1, 2027.

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



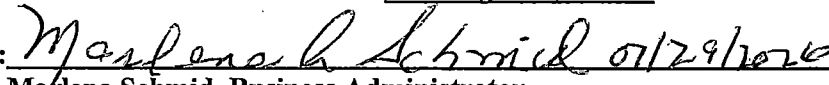
7/20/26

Department/Division Head

Date

APPROVED FOR AGENDA OF: August 3, 2026

By:



Marlana Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2626-R154

Council Action Taken:

RESOLUTION

WHEREAS, the Association of New Jersey Environmental Commissions (ANJEC) offers grants to environmental commissions in New Jersey for projects to further stewardship and community involvement in parks and other preserved spaces; and

WHEREAS, the West Windsor Township Environmental Commission submitted a project for the development of a pollinator garden in Community Park, which will include educational signage, and rely on community involvement for its construction, care and maintenance; and

WHEREAS, ANJEC selected the Commission's project for a grant in the amount of One Thousand Five Hundred Dollars (\$1,500.00) with a required completion dated of July 1, 2027; and

WHEREAS, ANJEC requires the grant agreement be executed by the Environmental Commission by September 2, 2026.

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 project for the development of a pollinator garden in Community Park.

BE IT FURTHER RESOLVED the members of the West Windsor Township Environmental Commission are authorized to sign the grant document, and other attestations on behalf of the Township, as may be necessary and required for the acceptance of the grant and other ANJEC grant compliance documentation.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: July 20, 2026

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing a professional services agreement with Roberts Engineering Group to provide professional engineering construction administration and inspection services for the *Penn Lyle & New Village Road Pedestrian Safety Improvements* project. West Windsor Township has contracted with Anar Construction to construct rectangular rapid flashing beacons and remove and replace concrete sidewalk and ramps in several areas of the township for a total project budget of \$402,940.00. The Township Engineer is recommending a contract be awarded to Roberts Engineering Group for construction administration and observation services for the work that will be completed by Anar Construction.

SOURCE OF FUNDING:

<u>Bicycle and Pedestrian Improvements</u>	<u>405 2022 08 011</u>	<u>\$13,900.00</u>
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$13,900.00

CONTRACT LENGTH: Duration of construction project

OTHER SUPPORTING INFORMATION ATTACHED:

Engineer Memo	Proposal – Exhibit A
Project Location Map	

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

	<u>7/21/26</u>
Department/Division Head	Date

APPROVED FOR AGENDA OF: August 3, 2026

By: Marlena Schmid 07/29/2026
Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R155

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional engineering construction administration and inspection services; and

WHEREAS, Roberts Engineering Group submitted a proposal dated July 20, 2026 indicating it will provide professional engineering construction administration and inspection services for the Penn Lyle & New Village Road Pedestrian Safety Improvements Project for \$13,900.00; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Roberts Engineering Group for the aforesaid services in the total amount of \$13,900.00; and

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

Bicycle and Pedestrian Improvements	405 2022 08 011	\$13,900.00
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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 and directed to execute, on behalf of the Township a Professional Services Agreement with Roberts Engineering Group, with performance period concurrent with the construction project for professional engineering construction administration and inspection services for the Penn Lyle & New Village Road Pedestrian Safety Improvements Project in an amount not to exceed \$13,900.00.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering construction administration and inspection services pursuant to its proposal dated July 20, 2026. The contract 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 on the official Township website within ten (10) days of its passage in compliance with P.L. 2025, c. 72.
- (4) An executed copy of the Agreement between the Township and Roberts Engineering Group and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: June 26, 2026

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

ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a resolution authorizing execution of a professional services agreement with WSP USA, Inc. to provide professional engineering services for the 2026 Formal Inspection of Grover's Mill Dam. The Township Engineer is recommending a contract be awarded to WSP.

SOURCE OF FUNDING:

Traffic Safety Hazard Mitigation	405-2021-14 014	\$22,100.00
Traffic Safety Hazard Mitigation	405-2023-09 019	\$ 658.00
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$22,758.00

CONTRACT LENGTH: 90 Calendar Days

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Affirmative Action Contract	Proposal -- Exhibit A
Political Contribution Disclosure	Certification of Funds	Business Entity Disclosure
Professional Services Agreement	Stockholder Disclosure	Engineers Memorandum
Business Registration Certification	Affidavit of Compliance	Certificate of Information Report
Map	Disclosure of Investment Activities in Iran	

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 7/21/2026
Department/Division Head Date

APPROVED FOR AGENDA OF: August 3, 2026

By: Marlene A. Schmid 07/29/2026
Marlene Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R156

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional engineering services; and

WHEREAS, WSP USA, Inc. has submitted a proposal dated June 19, 2026 indicating they will provide professional engineering services for the 2026 Formal Inspection of Grover's Mill Dam for \$22,758.00; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with WSP USA, Inc. for the aforesaid services for an amount not to exceed \$22,758.00; and

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

Traffic Safety Hazard Mitigation	405-2021-14 014	\$22,100.00
<u>Traffic Safety Hazard Mitigation</u>	<u>405-2023-09 019</u>	<u>\$ 658.00</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 WSP USA, Inc., to cover the period August 3, 2026 through the completion of the project, for an amount not to exceed \$22,758.00.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services pursuant to its proposal dated June 19, 2026. 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 on the official Township website within ten (10) days of its passage in compliance with P.L. 2025, c. 72.
- (4) An executed copy of the Agreement between the Township and WSP USA, Inc. and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: July 8, 2026

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing the awarding of a Contract for the West Windsor Twp. Fire-EMS Facility Station #45 and Pole Barn Fire Alarm Replacement and Sprinkler System to All Phase Consulting Services Corporation, of Perth Amboy, New Jersey. Four (4) bids were received for this project and the Facilities Maintenance Manager in conjunction with the Architect of Record is recommending that this contract be awarded to the lowest responsible and responsive bidder, All Phase Consulting Services Corporation, of Perth Amboy, New Jersey.

SOURCE OF FUNDING:

Fire-EMS Station 45 Fire Alarm Upgrade	405-2023-09-003	\$75,000.00
Account Title	Account Number	Amount
Fire-EMS Station 45 Fire Sprinkler System	405-2025-10-003	\$167,500.00
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$ 242,500

CONTRACT LENGTH: One Hundred Twenty (120) calendar days from Notice to Proceed

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Public Works Registration
Facility Maintenance Managers Memorandum	Affirmative Action Contract
Certification of Funds	Business Registration Certification
Contract	Certificate of Employee Information Report
Affidavit of Compliance	Owner Certification on Prevailing Wages

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Brian Aronson 7-21-2026
Department/Division Head Date

APPROVED FOR AGENDA OF: AUGUST 3, 2026

By: Marlena Schmid 07/29/2026
Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R157

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has determined there is a need to make certain repairs to the West Windsor Twp. Fire-EMS Facility Station #45 located at 45 Sean Kehler Way; and

WHEREAS, public bids were opened at 2:00 pm, on Friday, June 26, 2026:

WHEREAS, the Township received four (4) bids from the following bidders,

<u>Company</u>	<u>Base Bid</u>	<u>Alt. Bid A</u>
All Phase Consulting Services	\$221,000.00	\$21,500.00
Pharos Enterprises	\$327,000.00	\$19,000.00
Electri-Tech	\$405,000.00	\$9,550.00
K&D Contractors, LLC	\$498,500.00	\$28,000.00

WHEREAS, the Township staff in conjunction with the Architect of Record have reviewed the bids and have determined that the lowest responsible and responsive bid was submitted by All Phase Consulting Services Corporation, of Perth Amboy, New Jersey; and

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

Fire-EMS Station 45	405-2023-09-003	\$75,000.00
Fire Alarm Upgrade		
Fire-EMS Station 45	405-2025-10-003	\$167,500.00
Fire Sprinkler System		

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor awards the contract for the West Windsor Twp. Fire-EMS Facility Station #45 and Pole Barn Fire Alarm Replacement and Sprinkler System to All Phase Consulting Services Corporation, 224 Second Street, Perth Amboy, New Jersey 08661 in the total amount of \$242,500.00 which includes the Base Bid and Alternate Bid No. 1 and authorizes Mayor and Clerk to execute said contract.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 06/22/2026

Initiated By: Chief Robert Garofalo Division/Department: Police

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Approval of a Resolution Authorizing the Purchase of Packetalk Mobile Surveillance Trailer with ALPR Technology for the Police Division from CDW-G through the Educational Services Commission of New Jersey Cooperative Pricing System (NJ State Approved Co-op #65MMCESCCPS) Bid # ESCNJ/AEPA 026-D.

SOURCE OF FUNDING:

Capital Budget
405-2022-08-027

CONTRACT AMOUNT:

\$49,500.00

CONTRACT LENGTH:

5 Years

OTHER SUPPORTING INFORMATION ATTACHED:

Statement of Need. CDW-G Quote. Certification of Funds.

S:\AGENDA INBOX (file name) _____

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head

Date

APPROVED FOR AGENDA OF: _____

By: Marlena A. Schmid 07/29/2026
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 FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R158

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor Police Division needs to purchase one (1) new Packetalk PT-RD4000 Mobile Surveillance Trailer with Automated License Plate Reader (ALPR) Cameras for law enforcement purposes and community-wide public safety efforts; and

WHEREAS, CDW Government LLC (CDW-G), 75 Remittance Drive, Suite 1515, Chicago, IL 60675-1515 is an Authorized Vendor for the trailer and camera equipment referenced above through the Educational Services Commission of New Jersey Cooperative Pricing System ESCNJ #65MCESCCPS, Bid #: ESCNJ/AEPA 026-D – Technology Catalog –Supplies and Services; and

WHEREAS, CDW-G Price Quote #PXJV190 dated June 22, 2026 for the trailer and camera equipment referenced above is for a total amount not to exceed \$49,500.00; and

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

Police – Acquisition of Equipment	405-2022-08-027	\$49,500.00
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NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West authorizes Marlena A. Schmid, Business Administrator to purchase the trailer and camera equipment referenced above from CDW Government LLC (CDW-G), 75 Remittance Drive, Suite 1515, Chicago, IL 60675-1515 through the Educational Services Commission of New Jersey Cooperative Pricing System ESCNJ #65MCESCCPS Bid #: ESCNJ/AEPA 026-D – Technology Catalog – Supplies and Services for a total amount not to exceed \$49,500.00.

Adopted: August 3, 2026

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: July 7, 2026

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Resolution authorizing the Township of West Windsor to enter into a contract with SHI International Corporation to procure equipment associated with Multi Line Wide Area Network (WAN) redundancy for Continuity of Operations within the Municipal Network as an Authorized Vendor of Computer Equipment & Peripherals (2024-2026) under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 24-38 with the County of Bergen.

SOURCE OF FUNDING:

Network, Computer, Printer & Scanner Replacement / Upgrades	405-2024-18-001	\$8,648.05
Network, Computer, Printer & Scanner Replacement / Upgrades	405-2025-10-001	\$78,347.21

CONTRACT AMOUNT: Increase of \$86,995.26

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Certification of Funds
Facility Maintenance Managers Memorandum
SHI International Price Quotes
County of Bergen Contract BC-BID- 24-26 Related Documents

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Brian E. Aronson 7-7-2026
Department/Division Head Date

APPROVED FOR AGENDA OF: AUGUST 3, 2026

By: Marlena Schmid 07/29/2026
Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # _____ Resolution # 2026-R159

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 has the need on a timely basis to purchase technological goods or services utilizing State contracts; and

WHEREAS, the Township needs to purchase Multi Line Wide Area Network (WAN) redundancy for Continuity of Operations within the Municipal Network from SHI International Corp. as an Authorized Vendor of Computer Equipment & Peripherals (2024-2026) under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 24-38 with the County of Bergen in the amount of \$86,995.26; and

WHEREAS, as of August 3, 2026 the Township's total aggregate spending with SHI International Corp. an Authorized Vendor of Computer Equipment & Peripherals (2024-2026) under the New Jersey Cooperative Purchasing Alliance Contract CK04, Subcontract 24-38 with the County of Bergen was as follows:

Purchase Order No. 65146	\$ 9,204.85
Purchase Order No. 65448	\$ 290.09
Resolution No. 2026-R049	\$ 108,018.04
Purchase Order No. 65868	\$ 6,608.52
Resolution No.2026-R073	\$ 124,121.50
Resolution No.2026-R100	\$ 20,000.00
Resolution No.2026-R101	\$ 19,452.81
Resolution No.2026-R114	\$ 63,192.15
<u>Resolution No.2026-R127</u>	<u>\$ 11,890.79</u>
	\$ 362,778.75

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

Network, Computer, Printer & Scanner Replacement / Upgrade	405-2024-18-001	\$8,648.05
Network, Computer, Printer & Scanner Replacement / Upgrade	405-2025-10-001	\$78,347.21

REQUEST FOR COUNCIL ACTION

Date of Request: 7-23-2026

Initiated By: Timothy M. Lynch

Division/Department: Fire & Emergency Services

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Approval of a resolution authorizing the Township to purchase a radio equipment from Wireless Communications for the newly purchased Crestline Ambulance.

SOURCE OF FUNDING:

N/A

CONTRACT AMOUNT:

\$17,581.50

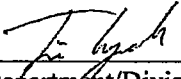
CONTRACT LENGTH:

N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Memo
NJ State Contract Quote
Certification of Funds

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

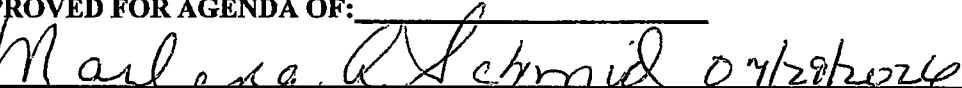


Department/Division Head

7/23/2026

Date

APPROVED FOR AGENDA OF: _____

By: 

Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 **Ordinance #** _____ **Resolution #** 2026-2160

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 service under the State of New Jersey's 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 recently purchased a new Crestline Ambulance to support the Division of Fire and Emergency Services and prior to placing the ambulance in service it is necessary to outfit it with new mobile communications equipment inclusive of accessories, programming and installation services; and

WHEREAS, Motorola Solutions, C/O Wireless Communications, Inc., 153 Cooper Road, West Berlin, NJ 08091 has been awarded New Jersey State Contract 25-TELE-132995 for this equipment and other services; and

WHEREAS, Motorola Solutions, Quote Number: Quote 3617233 dated May 4, 2026 and the cost for this purchase is for a total amount not to exceed \$17,581.50; and

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

Acquisition of Equipment	405-2022-08-022	\$17,581.50
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NOW, THEREFORE, BE IT RESOLVED the Township Council of the Township of West Windsor authorizes Marlena A. Schmid, Business Administrator to purchase new mobile communications equipment and additional services above, through New Jersey State Contract 25-TELE-132995 from Motorola Solutions, C/O Wireless Communication Inc., 153 Cooper Road, Berlin, NJ 08091 for a total amount not to exceed \$17,581.50.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 6/18/2026

Initiated By: Timothy M. Lynch

Division/Department: Fire & Emergency Services

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Approval of a resolution authorizing the Township to purchase cellular service for the automatic vehicle locators for emergency response agencies. These locators will allow the dispatch centers to track vehicle locations and dispatch the appropriate apparatus to emergencies based on vehicle location.

SOURCE OF FUNDING:

105-14-266

CONTRACT AMOUNT:

\$7,747.11

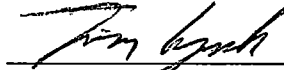
CONTRACT LENGTH:

N/A

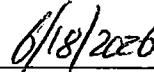
OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Certification of Funds
Memo
Quote

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

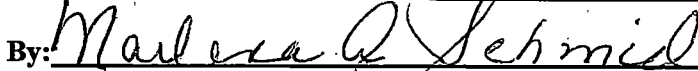


Department/Division Head



Date

APPROVED FOR AGENDA OF: _____

By:  07/29/2026

Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 **Ordinance #** _____ **Resolution #** 2026-2161

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 service under the State of New Jersey's 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 Council previously authorized the purchase of a Mobile Data Terminals (MDTs) and Automatic Vehicle Locators (AVLs) ("the Units") for the Division of Fire and Emergency Services; and

WHEREAS, a cellular data plan subscription (the "Service") is required for the Units to communicate with the Mercer County Computer Aided Dispatch (CAD) system for real-time vehicle location and status information; and

WHEREAS, the Division of Fire and Emergency Services was recently notified by FirstNet the Service for the Units took effect May 2026 and the cost of it will be invoiced; and

WHEREAS, AT&T FirstNet, 1425 US 206, Bedminster, NJ 07921, has been awarded New Jersey State Contract #AT&T 22-TELE-05861 (Wireless) for cellular data plan subscriptions; and

WHEREAS, AT&T FirstNet Quote dated July 24, 2026 is for a total amount not to exceed \$7,747.11, and the Chief Financial Officer has certified the availability of funds in the following account:

Fire & Emergency Services	
Technical & Specialized Equipment	
Maintenance	105-14-266 \$7,747.11

NOW, THEREFORE, BE IT RESOLVED the Township Council of the Township of West authorizes Marlena A. Schmid, Business Administrator to execute documents for a cellular data plan subscription from AT&T FirstNet, 1425 US 206, Bedminster, NJ 07921, through New Jersey State Contract #AT&T 22-TELE-05861 (Wireless) for a total amount not to exceed \$7,747.11.

Adopted: August 3, 2026

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the day of 3rd day of August, 2026.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: July 21, 2026

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

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Ordinance for the adoption of a new Code section to regulate bamboo within the Township of West Windsor to be designated as Chapter 42, Bamboo. The proposed chapter establishes prohibited areas for bamboo to exist, and addresses both new plantings of bamboo and existing bamboo that encroaches into the prohibited areas.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Draft Ordinance

Community Development memorandum

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 7/21/2026
Department/Division Head Date

APPROVED FOR AGENDA OF: August 3, 2026

By: Marlena Schmid 07/29/2026
Marlena Schmid, Business Administrator

MEETING DATE: 8/3/26 Ordinance # 2026-16 Resolution # _____

Council Action Taken:

TOWNSHIP OF WEST WINDSOR

*Community Development Department
Division of Engineering*

MEMORANDUM

TO: Marlena Schmid, Business Administrator

FROM: Francis A. Guzik, PE, CME *FG*
Director of Community Development / Township Engineer

SUBJECT: Proposed Ordinance Introduction
Regulation of Bamboo

COPY: Hemant Marathe, Mayor
Alisa Stanislaw, LLA, Township Landscape Architect

DATE: July 21, 2026

At the request of the Mayor, the West Windsor Township Shade Tree Commission, including their advisor and liaisons, undertook the review of municipal bamboo regulations within the State of New Jersey. Bamboo has been found to be problematic plant with New Jersey, as reflected by the adopted Invasive Species Management Act (Assembly Bill A4137), which formally classifies some types of bamboo as a prohibited invasive species. The Shade Tree Commission's work resulted in the development of a draft Ordinance for the control of bamboo within West Windsor Township.

The draft regulations were reviewed and refined by the staff in Community Development, for consistency and clarity with other similar regulations, and with an eye to the future inspection and enforcement of said regulations by Township personnel, once enacted. That revised draft was presented for discussion at a work session at the July 13, 2026 Township Council meeting. Comments received as a result of that work session were reviewed by the Mayor and Administration, and used to further refine the draft bamboo regulations. The current version of the regulations is now being presented for Township Council introduction of a new Code Chapter 42 entitled "Bamboo."

TOWNSHIP OF WEST WINDSOR
MERCER COUNTY, NEW JERSEY

ORDINANCE 2026-16

AN ORDINANCE ADDING CHAPTER 42, BAMBOO, TO THE CODE OF THE
TOWNSHIP OF WEST WINDSOR TO REGULATE THE PROHIBITION, EXISTENCE,
AND REMOVAL OF BAMBOO

WHEREAS, certain Bamboo species, particularly those in the *Phyllostachys* and *Pseudosasa genera*, are fast-growing, invasive and spread aggressively through underground rhizomes; and

WHEREAS, New Jersey has enacted the Invasive Species Management Act P.L. 2025, Chapter 290, which lists running bamboo (*Phyllostachys*) as a prohibited invasive species; and

WHEREAS, even non-running bamboo species can be vigorous, dense perennials that possess a substantial, expanding root mass capable of exerting significant pressure on foundations, retaining walls, sidewalks, and underground utility infrastructure over time; and

WHEREAS, uncontrolled bamboo presents risks to human health and public safety when it obstructs sight triangles and intrudes into the public rights-of-way, and to private property when it spreads across property lines; and

WHEREAS, bamboo is incompatible with governmental environmental easements, where native vegetation and natural resource protections exist; and

WHEREAS, bamboo is incompatible with utility easements, as it may interfere with access and maintenance activities, and damage utility infrastructure; and

WHEREAS, it is necessary to comprehensively regulate bamboo by: prohibiting new plantings of bamboo; requiring the removal of bamboo from environmental and utility easements; prohibiting bamboo within clear sight triangles, as well as providing buffers from property lines; and

WHEREAS, it is necessary to further control existing bamboo by requiring the installation of a bamboo containment barrier to prevent its spreading and encroachment into such prohibited locations and across property lines.

NOW, THEREFORE, BE IT ORDAINED, by the Township Council of the Township of West Windsor, County of Mercer, State of New Jersey, as follows:

SECTION I.

A new Chapter, entitled "Bamboo," shall be added as Chapter 42 to the Code of the Township of West Windsor Code, as follows:

CHAPTER 42: BAMBOO

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MERCER COUNTY, NEW JERSEY

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SECTION I.

A new Chapter, entitled "Bamboo," shall be added as Chapter 42 to the Code of the Township of West Windsor Code, as follows:

CHAPTER 42: BAMBOO

§42-1. Regulation of Bamboo.

The governing body finds that certain species of bamboo, particularly running bamboos, are highly invasive. Their extensive underground rhizome systems allow them to spread rapidly, often encroaching onto neighboring properties and damaging hardscapes and vegetation. Uncontrolled growth of multiple bamboo species has been documented to undermine foundations, displace sidewalks, damage storm and sewer lines, and crowd out native plants.

This Chapter is adopted to safeguard public health, property values, public infrastructure and the environment from the documented harms of invasive bamboo. Its purposes are to outlaw the introduction of new bamboo; to require containment or removal of existing bamboo so that it cannot spread onto adjacent land; and to provide enforcement and penalties to ensure compliance and protect affected property owners.

§42-2. Definitions.

As used in this Chapter, the following terms shall have the meanings indicated:

BAMBOO

Any plant in the genera *Phyllostachys*, *Bambusa*, *Pseudosasa*, or other bamboo species, including all canes, branches, leaves, and rhizomes (underground runners).

BAMBOO CONTAINMENT BARRIER

A containment barrier to fully encircle the bamboo and prevent rhizome escape. This barrier prevents bamboo encroachment upon: buffer zones, other properties; Township rights-of-way; environmental and utility easements; and drainage facilities.

DESIGNATED TOWNSHIP OFFICIAL

The Township Landscape Architect, Zoning Officer, Construction Official, or other such official designated by the Mayor

CONSERVATION EASEMENT

A non-fee interest (e.g. an easement, covenant, restriction), in real property, established for protecting, preserving, restoring, or managing environmental resources (such as wetlands, habitat, groundwater recharge areas, stormwater recharge facilities, or open space), memorialized in an easement instrument.

SIGHT TRIANGLE

That area of street intersections as defined in § 170-8A of Chapter 170, Trees, and § 200-57E of Chapter 200, Land Use.

UTILITY EASEMENT

A non-possessory (less than fee) interest granting a public utility or public entity, a limited right to use another's land, for the access, installation, maintenance, repair or replacement of utility infrastructure (e.g. underground cables, water, sewer, stormwater pipes and drainage systems, underground and overhead electric or telecommunication lines and associated structures), memorialized in an easement instrument.

PROPERTY OWNER

The owner of the property where the Bamboo originated as determined by the designated township official. This term does not include an owner onto whose property bamboo has spread from another property.

§42-3. Standards Established.

A. Prohibited Locations

- (1) New planting of any bamboo species is prohibited everywhere in the Township, except as Container Planting as specified in § 42-3.B(1).
- (2) No property owner shall allow existing bamboo currently growing on any property within the Township, regardless of species, in the following prohibited locations:
 - a) Within fifteen (15) feet of any property line;
 - b) Within any conservation easement;
 - c) Within any utility easement;
 - d) Within a clear sight triangle.
- (3) All existing Bamboo outside the prohibited areas specified in § 42-3.A(2) must be contained as specified in § 42-3.B.

B. Bamboo Containment shall be as follows:

- (1) Container planting: The bamboo's root system must be entirely contained within an above-ground planter or pot, physically separated from the ground, that prevents any underground spread of the bamboo plants' root system beyond the container in which it is planted.
- (2) Barrier containment: The bamboo's root system must be entirely enclosed and contained by a permanent underground barrier, constructed and maintained in accordance with the following specifications:

- a) The barrier shall be made of high-density polyethylene or similar material at least 60 mil thick, and
- b) Barrier shall extend no less than 30 inches deep with an additional 2–3 inches extending above ground, and
- c) Barrier shall slope outward so as to deflect rhizomes upwards utilizing bolted all stainless-steel clamp system of equal length to the depth of the barrier to join seams, and
- d) Such barrier must fully encircle and contain the bamboo and prevent rhizome escape., and
- e) Barrier shall not adversely affect topography, stormwater flow, or sight-distance conditions., and
- f) A design plan and details for the barrier, including plans for bamboo disposal, shall first be submitted to and approved by the designated Township Official prior to installation. Installation of the barrier shall be subject to inspection and approval by the designated Township Official during construction and at completion.

C. Existing Bamboo

If bamboo is present in any prohibited locations listed in § 42-3.A, and a complaint is received by the Township, the designated Township Official shall inspect and issue a written Notice to the property owner to cure the Bamboo in accordance with this Chapter.

D. Property Owner Responsibility

Property owners are responsible for all costs associated with bamboo removal and property restoration, containment, disposal and compliance with this Chapter on their property and encroached upon property.

§42-4. Enforcement, violations and penalties.

- A. Inspection: The designated Township Official may enter any premises at reasonable times to inspect for compliance with this Chapter. Inspection will be conducted as allowed by law, to determine whether bamboo is planted or spreading in violation of this

Chapter.

B. Notice of Violation: If bamboo is found to exist in violation of this Chapter, the designated Township Official shall issue a written notice to the Property Owner where Bamboo originated specifying the violation and requiring abatement. Notice shall be provided to the bamboo property owner by certified, return-receipt-requested mail and regular mail.

C. Compliance:

- (1) Within thirty (30) days of receipt of such notice, the property owner shall submit to the designated Township Official a plan for the removal of the bamboo from the prohibited locations, and any off-site property onto which they have encroached, which plan shall include restoration after removal of the bamboo, and Bamboo Containment Barrier for any bamboo to remain on the property, or, in the alternative, the total removal of bamboo from the property owner's property. The plan is also to include proper disposal of the removed Bamboo. Within thirty (30) days of receipt of the designated Township Official's approval of the plan, the removal and restoration shall be completed to the satisfaction of the designated Township Official.
- (2) If the property owner fails to complete removal of the bamboo from prohibited locations within either 30 days from the approval of the plan or sixty (60) days of the initial notice, whichever is longer, the Township may remove or contract for the removal of such bamboo from said area(s). The cost of removal, restoration and disposal shall be the responsibility of the property owner and shall be assessed as a lien against the property on which the growth has been deemed to have originated. The cost of removal of the bamboo shall also include the installation of an appropriate barrier to prevent future bamboo invasion.
- (3) The property owner may request an extension of time due to mitigating circumstances, if the extension request occurs within the time periods specified within 42.4 C (1). The Township Official shall review the request and respond in writing with allowed extension time and requirements or reasons for rejection.

- D. Penalties: Any person violating this Chapter who fails to abate the violation as described in § 42-4.C shall be subject to a fine, not to exceed \$500, plus costs, for each day on which a violation has occurred and for which the property owner has been found guilty. Each day on which the violation occurs shall be a separate offense under this chapter.

§ 42-5. Encroachments.

- A. Encroachment on public property; rights of Township. When an encroachment of bamboo occurs upon public property, right-of-way, or easement area, the Township may remove or contract for the removal of such bamboo from said area(s). The cost of removal and disposal shall be the responsibility of the property owner and shall be assessed as a lien against the property on which the growth has been deemed to have originated. The cost of removal of the bamboo shall also include the installation of an appropriate barrier to prevent future bamboo invasion.
- B. Encroachment on private property; if encroachment on private property is not cured within the timeframe described in § 42-4.C, the Township may remove or contract for the removal of such bamboo from said area(s). The cost of removal, restoration and disposal shall be the responsibility of the property owner and shall be assessed as a lien against the property on which the growth has been deemed to have originated. The cost of removal of the bamboo shall also include the installation of an appropriate barrier to prevent future bamboo invasion.
- C. Encroachment on private property; rights of individuals. Nothing herein shall be interpreted as limiting the rights of an individual to seek civil relief through a court of proper jurisdiction, nor the institution of civil proceedings against the proper parties.

SECTION II

SEVERABILITY - If any part of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.

SECTION III

EFFECTIVE DATE - This ordinance shall take effect 20 days after action or inaction by the Mayor as approved by law or an override of a mayoral veto by the Council, which is applicable upon publication according to law.

INTRODUCTION:

PUBLIC HEARING:

ADOPTION:

MAYOR APPROVAL:

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- C. **Any lien charged under 42-5(A) and (B) shall forthwith become a lien upon the property and shall be payable as soon as the township official certifies the amount due.**
- D. Encroachment on private property; rights of individuals. Nothing herein shall be interpreted as limiting the rights of an individual to seek civil relief through a court of proper jurisdiction, nor the institution of civil proceedings against the proper parties.

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