

REGULAR MEETING
LAWRENCE TOWNSHIP COUNCIL
LAWRENCE TOWNSHIP MUNICIPAL BUILDING
COUNCIL MEETING IN LOWER LEVEL CONFERENCE ROOM
AND BY TELE-CONFERENCE IN ACCORDANCE WITH
N.J.S.A. 10:4-6, ET SEQ. AND EXECUTIVE ORDER 107

August 18, 2020

The following are the Minutes of a Regular Meeting of the Lawrence Township Council that was held on Tuesday, August 18, 2020, at 6:00 p.m.

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

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

STATEMENT OF PROPER NOTICE: "Adequate notice of this meeting of the Lawrence Township Council being held on Tuesday, August 18, 2020, has been provided through the posting of the annual meeting schedule of said Council in accordance with Section 13 of the Open Public Meetings Act." Said Notice was forwarded to The Trentonian, The Times and The Princeton Packet on December 19, 2019.

The roll was then called as follows:

- Present: Councilmembers, Powers, Lewis, Ryan and Mayor Kownacki.
- Absent: Councilman Bobbitt. (The Municipal Clerk stated that Mr. Ryan is unable to be with them this evening and Ms. Lewis advised that she would be a few minutes late this evening [arriving at 6:05 pm])

Also in attendance were Kevin Nerwinski, Esq., Municipal Manager (by tele-conference) and David Roskos, Esq., Municipal Attorney.

Special Proclamations, Recognitions and Presentations

There were no proclamations or presentations.

Public Participation

Mr. William Hart, 5 Roseberry Court, advised that he would like to make some suggestions as to how to improve the Township’s Brush Program but he would first like to commend the Public Works Department who are usually in his neighborhood doing pick up the week containing the first Monday of the month as he is in Zone 1 and they do a terrific job. However, he feels that the Township should do more enforcement regarding those individuals who put their brush out too far in advance of their scheduled pick up week. He does realize, however, that there are circumstances when this is unavoidable due to severe storm occurrences.

Mayor Kownacki thanked Mr. Hart for his comments and advised that the Township is doing everything they can with regards to brush pickup and in looking in at different possibilities Lawrence is one of the few towns that still offer the program so in order to sustain the program they adopted a new Brush Ordinance posing new regulations which they are happy with and possibly down the road they can look into making changes; but, with everything going on making changes to brush pickup is not a priority. A brief exchange of dialogue took place relative to the matter. Thereafter, Mr. Roskos suggested Mr. Hart contact the Municipal Manager to further discuss the matter.

Review and Revisions of Agenda

There were no revisions to the agenda.

Adoption of Minutes

On a motion by Ms. Lewis, seconded by Mr. Powers, the Minutes of Regular Meeting of July 23, 2020 were approved without corrections on the following roll call vote:

Same was carried on the following roll call vote:

- Ayes: Councilmembers Lewis, Powers, Ryan and Mayor Kownacki.
- Absent: Councilmember Bobbitt.

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On a motion by Ms. Lewis, seconded by Mr. Powers, the Minutes of Closed Session Meeting of July 23, 2020 were approved with corrections on the following roll call vote:

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Powers, Ryan and Mayor Kownacki.  
Absent: Councilmember Bobbitt.

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Awarding or Rejecting of Bids

On a motion by Ms. Lewis, seconded by Mr. Powers, Resolution (9-A), Authorizing Awarding a Contract for Bid No. 20-13- 2020 Road Improvement Program – Phase 1, was presented for adoption.

Resolution No. 241-20

WHEREAS, on Wednesday, August 5, 2020 bids were received and publicly opened for the project known as **Bid No. 20-13 2020 Road Improvement Program – Phase 1**; and

WHEREAS, six (6) bids were received and reviewed by the appropriate Township Officials; and

WHEREAS, the lowest responsible bidder was Mecco, Inc. who submitted a bid in the amount of \$392,011.50, and

WHEREAS, in accordance with N.J.A.C. 5:50-14, a Certificate of Availability of Funds has been provided and the accounts to be charged are;

| Acct.           | Ord. No. | Name                                  | Amount       |
|-----------------|----------|---------------------------------------|--------------|
| C-04-55-466-243 | 2360-20  | Ashwood/Pheasant/Brookdale/Laurelwood | \$192,011.50 |
| C-04-55-466-244 | 2360-20  | Holly/Ivy Glen/Woodbury/Laurelwood    | \$200,000.00 |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, that pursuant to the recommendations of the Municipal Engineer, the Mayor and Municipal Clerk are hereby authorized to execute a contract with Richard T. Barrett Paving Company, Inc., 400 Prospect Street, Trenton NJ 08618-2630 in the amount of \$392,011.50;

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

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Powers, Ryan and Mayor Kownacki.  
Absent: Councilmember Bobbitt.

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On a motion by Ms. Lewis, seconded by Mr. Powers, Resolution (9-B), Authorizing Awarding a Contract for Bid No. 20-12 Resurfacing of Denow Road, was presented for adoption.

Resolution No. 242-20

WHEREAS, on Wednesday, August 5, 2020 bids were received and publicly opened for the project known as **Bid No. 20-12 Resurfacing of Denow Road**; and

WHEREAS, six (6) bids were received and reviewed by the appropriate Township Officials; and

WHEREAS, the lowest responsible bidder was Meco, Inc. who submitted a bid in the amount of \$746,129.15, and

WHEREAS, in accordance with N.J.A.C. 5:50-14, a Certificate of Availability of Funds has been provided and the accounts to be charged are;

| Acct.           | Ord. No. | Name                                                            | Amount       |
|-----------------|----------|-----------------------------------------------------------------|--------------|
| C-04-55-466-240 | 2360-20  | Denow Road (Federal City Road to Lawrenceville-Pennington Road) | \$746,129.15 |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, that pursuant to the recommendations of the Municipal Engineer, the Mayor and Municipal Clerk are hereby authorized to execute a contract with Meco, Inc., P. O. Box 536, Clarksburg NJ 08510 in the amount of \$746,129.15;

NOW, THEREFORE, BE IT FURTHER RESOLVED that this contract is awarded pursuant to a fair and open process and is subject to New Jersey Department of Transportation approval;

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

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Powers, Ryan and Mayor Kownacki.  
Absent: Councilmember Bobbitt.

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On a motion by Ms. Lewis, seconded by Mr. Powers, Resolution (9-C), Authorizing Awarding a Contract for the New Jersey Department of Transportation Bikeway Grant Program Keefe Road Connector Trail Project, was presented for adoption.

Resolution No. 243-20

WHEREAS, on Wednesday, August 5, 2020 bids were received and publicly opened for the project known as **New Jersey Department of Transportation Bikeway Grant Program Keefe Road Connector Trail**; and

WHEREAS, eight (8) bids were received and reviewed by the appropriate Township Officials; and

WHEREAS, the lowest responsible bidder was Shore Top Construction Corporation who submitted a bid in the amount of \$201,099.00, and

WHEREAS, in accordance with N.J.A.C. 5:50-14, a Certificate of Availability of Funds has been provided and the accounts to be charged are;

| Acct.           | Ord. No. | Name                                       | Amount       |
|-----------------|----------|--------------------------------------------|--------------|
| G-02-41-140-299 | ----     | Bikeway Program Keefe Road Connector Trail | \$201,099.00 |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, that pursuant to the recommendations of the Municipal Engineer, the Mayor and Municipal Clerk are hereby authorized to execute a contract with Shore Top Construction Corporation, 23 Yellowbrook Road, Freehold NJ 07728 in the amount of \$201,099.00;

NOW, THEREFORE, BE IT FURTHER RESOLVED that this contract is awarded pursuant to a fair and open process and is subject to New Jersey Department of Transportation approval;

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

Same was carried on the following roll call vote:

- Ayes: Councilmembers Lewis, Powers, Ryan and Mayor Kownacki.
- Absent: Councilmember Bobbitt.

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On a motion by Ms. Lewis, seconded by Mr. Powers, Resolution (9-D), Authorizing Awarding a Contract for Masonry Repairs to the Lawrence Township Municipal Building, was presented for adoption.

Resolution No. 245–20

WHEREAS, on Thursday, July 9, 2020 bids were received and publicly opened for the project known as **Bid No. 20-05 Masonry Repairs to Lawrence Township Municipal Building**; and

WHEREAS, twenty-one (21) bids were received and reviewed by the appropriate Township Officials; and

WHEREAS, the lowest responsible bidder was RVT Construction, Inc. who submitted a bid in the amount of \$40,782.00, and

WHEREAS, in accordance with N.J.A.C. 5:50-14, a Certificate of Availability of Funds has been provided and the accounts to be charged are;

| Acct.           | Ord. No. | Name                                                         | Amount      |
|-----------------|----------|--------------------------------------------------------------|-------------|
| C-04-55-449-231 | 2297-18  | Town Hall Brick & Masonry Repair                             | \$20,000.00 |
| C-04-55-461-232 | 2329-19  | Miscellaneous Building Repair                                | \$1,850.00  |
| C-04-55-471-233 | 2361-20  | Buildings & Grounds – Miscellaneous Township Building Repair | \$18,932.00 |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, that pursuant to the recommendations of the Municipal Engineer, the Mayor and Municipal Clerk are hereby authorized to execute a contract with RVT Construction, Inc., 85 5<sup>th</sup> Avenue, Unit 3, Paterson NJ 07524 in the amount of \$40,782.00;

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

Same was carried on the following roll call vote:

Ayes: Councilmembers Lewis, Powers, Ryan and Mayor Kownacki.  
Absent: Councilmember Bobbitt.

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Introduction of Ordinances

Mayor Kownacki read by title, an ordinance entitled, “AN ORDINANCE AMENDING CHAPTER 435 OF THE LAWRENCE TOWNSHIP ADMINISTRATIVE CODE ENTITLED ‘MOTOR VEHICLES AND TRAFFIC’.”

Mr. Nerwinski advised that the Ordinance amends the Administrative Code entitled “Motor Vehicles and Traffic” to add a handicapped parking space onto the prolonged curb of Princeton Avenue and Lanning Avenue.

The Ordinance No. 2365-20 was introduced and approved on the following roll call vote:

| COUNCIL        | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|----------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt    |     |     |         | X      |         |      |        |
| Ms. Lewis      | X   |     |         |        |         | X    |        |
| Mr. Powers     | X   |     |         |        |         |      | X      |
| Mr. Ryan       | X   |     |         |        |         |      |        |
| Mayor Kownacki | X   |     |         |        |         |      |        |

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Adoption of Ordinances

Mayor Kownacki read by title, an ordinance entitled, “AN ORDINANCE AMENDING ORDINANCE NO. 2341-19 SALARY ORDINANCE OF THE TOWNSHIP OF LAWRENCE-UNCLASSIFIED AND/OR EXEMPT, SEASONAL, EMERGENCY (NON-UNION) EMPLOYEES FOR 2018-2019”

Mr. Nerwinski advised that the Ordinance amends the Salary Ordinance for the Municipal Manager/QPA per new contractual agreement for 2020.

Ordinance No. 2364-20

AN ORDINANCE AMENDING ORDINANCE NO. 2341-19  
 SALARY ORDINANCE OF THE TOWNSHIP OF LAWRENCE – UNCLASSIFIED AND/OR  
 EXEMPT, SEASONAL, EMERGENCY (NON-UNION) EMPLOYEES FOR 2018-2019

BE IT ORDAINED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, as follows:

Section I. Short Title

This ordinance shall be known and may be recited as “The Salary Ordinance of the Township of Lawrence – Unclassified and/or Exempt, Seasonal, Emergency (non-union) Employees for 2018-2019.”

Section II. Salaried Employees

The attached list of salaried positions and job titles, Schedule A and Schedule B, are hereby authorized and assigned the appropriate salary ranges for 2018-2019 and are determined by date of hire as an employee of Lawrence Township.

This ordinance will continue the Township’s consistent policy of providing comparable fringe benefits to exempt employees during their active service as that provided to Supervisors, CWA Local 1032, through their collective bargaining agreement. The Township will still maintain the flexibility of granting retiree benefits to exempt employees hired after January 1, 2011. Accordingly, employees covered by this ordinance that are eligible for health and/or prescription benefits shall contribute to the cost of the said health benefit premium for medical and prescription coverage as required by law, specifically Chapter 78, P.L. 2011. All employees hired on or after January 1, 2014 shall contribute based upon the year four rates specified by said law and to be made an Appendix to a successor Agreement.

Section III. Part-Time or Seasonal Employees

The following part-time or seasonal positions and job titles are hereby authorized and assigned the following pay maximums commencing January 1, 2018 and January 1, 2019:

| Position of Job Title             | Basis       | 2018                                                     | 2019                                                     |
|-----------------------------------|-------------|----------------------------------------------------------|----------------------------------------------------------|
| Armed Court Attendant             | Hourly      | <b>\$25.04</b>                                           | \$25.54                                                  |
| Emergency Medical Technician      | Hourly      | <b>\$22.16</b>                                           | \$22.60                                                  |
| Firefighter                       | Hourly      | \$18.16                                                  | \$18.52                                                  |
| Laborer (Seasonal)                | Hourly      | \$11.39                                                  | \$12.50                                                  |
| Life Guard                        | Hourly      | Federal Minimum Wage up to \$15.56                       | Federal Minimum Wage up to \$15.87                       |
| Recreation Aid                    | Hourly      | Federal Minimum Wage up to \$36.45                       | Federal Minimum Wage up to \$37.18                       |
| Recycling Coordinator             | Per Annum   | \$8,243                                                  | \$8,408                                                  |
| Municipal Alliance Grant          | Per Annum   | \$2,500                                                  | \$2,500                                                  |
| Fire Crew Coordinator             | Per Annum   | \$4,243                                                  | \$4,328                                                  |
| School Traffic Guard              | Hourly      | \$17.40                                                  | \$17.75                                                  |
| Secretary/Board & Committee       | Per Annum*  | \$1,800.00                                               | \$1,800.00                                               |
| Tax Search Officer                | Per Annum   | \$11,557                                                 | \$11,788                                                 |
| Zoning Officer                    | Per Annum   | \$5,376                                                  | \$5,484                                                  |
| Affordable Housing Liaison        | Per Annum   | -                                                        | \$5,000                                                  |
| Affordable Housing Resale         | Per Showing |                                                          | \$100                                                    |
| Fire Department Liaison           | Hourly      |                                                          | \$25.00                                                  |
| Deputy Registrar Vital Statistics | Per Annum   | \$2,500                                                  | \$2,500                                                  |
| Municipal Court Attendee          | Hourly      | \$22.46                                                  | \$22.91                                                  |
| SLEO Class III                    | Hourly      | \$26.00                                                  | \$26.52                                                  |
| Park Attendant                    | Hourly      | \$15.56                                                  | \$15.87                                                  |
| All Others                        | Hourly      | Federal Minimum Wage up to Step1 In Applicable Job Title | Federal Minimum Wage up to Step1 In Applicable Job Title |

\* Denotes title paid monthly. All other titles bi-weekly.



Section IV. Eligibility

The ranges in Section II of this ordinance shall pertain to individuals employed by the Township of Lawrence on or after the effective date of this ordinance.

Section V. Longevity

A. Each employee hired before January 1, 2013 and covered by this agreement shall in addition to his/her regular wages and benefits, be paid longevity based upon years of service as of December 31, 2013 with the Township in accordance with the following amounts. Said amounts to be paid to an employee shall not be adjusted beyond the longevity amount being received by an eligible employee as of December 31, 2013. Longevity shall be pensionable and included as part of the employee’s regular pay. Any employee hired on or after January 1, 2014 shall not be eligible to receive longevity pay at any time in the future.

Length of Service

|                                                     |         |
|-----------------------------------------------------|---------|
| Beginning in year 8 through year 11                 | \$ 800  |
| Beginning the 12 <sup>th</sup> year through year 15 | \$1,100 |
| Beginning the 16 <sup>th</sup> year through year 19 | \$1,400 |
| Beginning the 20 <sup>th</sup> year through year 23 | \$1,700 |
| Beginning the 24 <sup>th</sup> year through year 27 | \$2,000 |
| Beginning the 28 <sup>th</sup> year and beyond      | \$2,300 |

Section VI. Other Personnel and Working Conditions

All other functions, responsibilities and rights not specifically enumerated in prior sections of this ordinance shall be judged to be within the province of management, subject only to the laws, rules and regulations of the New Jersey Department of Personnel, the provisions contained in applicable agreements (if any) or policy manuals, and by the issuance of Administrative Directives by the Municipal Manager.

Section VII. Repealer

All other ordinances or parts of ordinances adopted prior to the date of this ordinance that are inconsistent with the provisions of this ordinance, are hereby repealed insofar as they relate to or concern the job classifications, salaries and benefits listed in this ordinance.

Section VIII. Severability

If any section, paragraph, sentence, clause, or phrase of this ordinance shall be declared invalid for any reason, the remaining portions of said ordinance shall not be affected thereby and shall remain in full force and effect.

Section IX. Effective Date

- A. This ordinance shall take effect 20 days after publication.
- B. All salary or compensation provided for and by this ordinance shall be effective the first day of January.

Adopted: August 18, 2020

Additions are underlined \_\_\_\_\_

The Ordinance was adopted after the public hearing thereon, on the following roll call vote:

| COUNCIL        | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|----------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt    |     |     |         | X      |         |      |        |
| Ms. Lewis      | X   |     |         |        |         | X    |        |
| Mr. Powers     | X   |     |         |        |         |      | X      |
| Mr. Ryan       | X   |     |         |        |         |      |        |
| Mayor Kownacki | X   |     |         |        |         |      |        |

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**Manager’s Report –**

Mr. Nerwinski submitted invoice listings for the month of August 2020.

Mr. Nerwinski reported that he updates the Township Council on reports provided by the Health Department with regards to COVID-19 and at present they have 474 positive cases of the Coronavirus and 74 deaths in the community and according the Health Officer there are about 8 to 10 active cases at any given time in the community and the numbers over the last couple of weeks have been reduced significantly to zero, one and maybe sometime sporadically two cases. So, Lawrence is trending much like New Jersey is trending and they hope to keep it that way.

Mr. Nerwinski further reported that the municipal building will remain on lockdown through September due to the present situation with the pandemic but the Township will be able to continue services as expected by the residents with social distancing in mind. Visitors seem to be satisfied, understanding and cooperative and will continue to be seen at the north side of the building with minor inconveniences or delays and he will make another decision at that time as to how to proceed. But, unless things dramatically change they will continue to provide services as they have been to keep Township employees with a good and safe environment so they can continue to provide the services that the Lawrence community expects.

Mr. Nerwinski stated a little less than two weeks ago Lawrence Township had an extensive storm come through the area that left many residents without power for days and they worked closely with PSE&G and in order to provide assistance to the residents without power and they allowed PSE&G to setup a water and ice station at the municipal building and they were there (3) three days giving out free water and ice at any amount desired by people without power and many of the residents took advantage of that. They also brought out the cell phone charging stations at the Senior Center for anyone who needed to recharge their cell phones, and the Public Works Department worked extremely hard to do their usual cleanup after storms. The Municipal Building had no real damages at all, the Township parks loss some trees but they are working through that issue.

Mr. Nerwinski reported with regards to the Pit Stop they had a kickoff meeting with representatives from the New Jersey Environmental Protection and the Township's Environmental Consultant, Langan, to discuss the beginning steps of doing the site work and they are working through the to-do list and they hope to be at the property doing visible signs of inspection within the next 45 days.

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#### **Attorney's Report –**

Mr. Roskos reported that Lawrence Township Motion to Intervene was granted and they are now in the lawsuit involving Trenton Water Works and DEP, together with Ewing and Hamilton Townships. He was also informed that the Hopewell Township had a change of heart and does not intend to join the lawsuit.

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#### **Clerk's Report –**

Ms. Norcia reported that the Municipal Clerks received the 'wonderful' news today that the November election is going to be by Mail In Ballots again with the Vote by Mail Ballots being sent out automatically by the County to all registered voters. Councilwoman Lewis asked if they could request a ballot drop-off box be placed somewhere in Lawrence Township and if the rumor she heard about a drop-off box being place at each polling place is true. Ms. Norcia replied that they are going to have additional ballot drop-off boxes; but, not each polling location will be given the boxes as they are too expensive. However, unlike the Primary Election voters will be allowed to drop off their ballots with the poll workers on Election Day. And, she agrees, a drop-off box should have been placed in Lawrence and she does not know why that was not considered in beginning as they are so centrally located at the junction of Route 206 and Interstate I-295. Additional discussion followed relative to the mail-in ballot process, chain of custody and security features the County will have in place.

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**Unfinished Business –**

There was no unfinished business.

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**New Business –**

Mayor Kownacki inquired about cancelling the September Council Meeting due to the pandemic if the Municipal Manager is in agreement. Ms. Norcia advised that there is only one meeting in September; but, they could discuss having one meeting in October and December. There is only one meeting in November due to the League of Municipalities Conference. Mayor Kownacki stated prior to making a decision he will discuss the matter with the Municipal Manager to see if the meetings are needed. Mr. Nerwinski advised that he will have a conversation with Peter Kiriakatis, CFO, to see if cancelling the meetings will be viable due financial obligations.

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

There was no public participation.

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**Resolutions**

Resolution Nos. 231-20 (18-B.1) through 259-20 (18-H.10) with the exception of Resolutions 241-20, 242-20, 243-20 and 245-20 (Bid Award), was approved by the following roll call vote:

| COUNCIL        | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|----------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt    |     |     |         | X      |         |      |        |
| Ms. Lewis      | X   |     |         |        |         | X    |        |
| Mr. Powers     | X   |     |         |        |         |      | X      |
| Mr. Ryan       | X   |     |         |        |         |      |        |
| Mayor Kownacki | X   |     |         |        |         |      |        |

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

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**Council Initiatives/Liaison Reports –**

There were no Liaison reports.

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**Written Communications –**

There was no written communications.

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There being no further business to come before this Council, the meeting adjourned at Council went into Closed Session.

6:26 p.m.

Respectfully submitted by,

\_\_\_\_\_  
Kathleen S. Norcia, Municipal Clerk

Attest:

\_\_\_\_\_  
James S. Kownacki, Mayor