

NORTH BRUNSWICK TOWNSHIP COUNCIL

REGULAR MEETING AGENDA
710 HERMAN ROAD
NORTH BRUNSWICK, NEW JERSEY

June 3, 2019
7:00 PM

- 1. Call to Order, Roll Call and Cell Phone Statement**
- 2. Sunshine Notice**
- 3. Pledge of Allegiance**
- 4. Proclamation**

CERT Week

'Moms Demand Action' / National Gun Violence Awareness Day'

5. Department of Parks, Recreation and Community Services Presents:

North Brunswick Youth Municipal Alliance - Governor's Jefferson Award.
Presentation of banner to Mayor and Council - 2019 Silver Leadership Award
Students In Action - along with presentation of certificates

North Brunswick Municipal Alliance Get Up and Move - (Boys and Girls)
Presentation of certificates

6. Consent Agenda

- a. 163-6.19 Authorizing refunds to Township residents for their Water-Sewer Utility Account**
- b. 164-6.19 Canceling expired grant balances**
- c. 165-6.19 Authorizing budget transfers for Fiscal Year 2019 appropriations**
- d. 166-6.19 Authorizing the transfer of unexpended Fiscal Year 2018 appropriations to a dedicated accumulated leave absence trust fund**
- e. 167-6.19 Authorizing the transfer of unexpended Fiscal Year 2018 appropriations to a dedicated snow removal trust fund**
- f. 168-6.19 Authorizing the application and acceptance of a State Grant from the State of New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety**
- g. 169-6.19 Authorizing the application of US Dept. of Justice, Bureau of Justice Assistance Federal FY2019 Bulletproof Vest Partnership (BVP) Reimbursement Program**
- h. 170-6.19 Authorizing the Award of Contract BID19005 to VNL Inc. for the purchase and installation of Water Treatment Plant Meters**
- i. 171-6.19 Authorizing a Change In Scope to the PSA with CME Associates appointed at the 2019 Township Consulting Engineering Firm to include Construction Administration and Record Drawing Services for the Raw Water Intake Screens**

at the Water Treatment Plant

- j. 172-6.19 Authorizing the Award of Contract BID19009 to Allied Construction Group, Inc. for the purchase and installation of Raw Water Intake Screens at the Water Treatment Plant
 - k. 173-6.19 Authorizing an agreement with Police Lieutenant Michael McGinn and the Police Superior Officer's Association (Local 160) of the North Brunswick Department of Public Safety
 - l. 174-6.19 Authorizing the renewal of Liquor Licenses 2019-2020 in the Township of North Brunswick
 - m. 175-6.19 Authorizing a Change In Scope to the 2019 PSA with T&M Associates appointed to provide Water/Wastewater Consulting Services to include services related to the Water Meter Replacement Project
 - n. 176-6.19 Bill List
7. Approval of minutes
- a. Minutes / Regular Council Meeting / May 20, 2019
8. Ordinances / First Reading / Introduction:
- a. #19-14 - An Ordinance repealing and replacing Part I, "Administrative Legislation" Chapter 61 "Personnel" of the Code of the Township of North Brunswick
 - b. #19-15 - An Ordinance of the Township of North Brunswick repealing various Chapters under Part I, "Administrative Legislation" of the Code of the Township of North Brunswick
 - c. #19-16 - Repealing and replacing under Part I, "Administrative Legislation" Chapter 69 "Police Department", Article VI. Employment by outside entities of the Code of the Township of North Brunswick
9. Ordinances / Second Reading / Public Hearing:
- a. #19-13 - Second Reading and Public Hearing - An Ordinance of the Township of North Brunswick repealing and replacing Part II, "General Legislation" Chapter 164 "Emergency Medical Services" of the Code of the Township of North Brunswick
10. Reports from Mayor, Council, Administrator, CFO
11. Public Hearing
12. Adjourn

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.a.

Authorizing refunds to Township residents for their Water-Sewer Utility Account

Resolution Number: 163-6.19

ATTACHMENTS:

Description	Type
Resolution	Cover Memo
Back Up	Cover Memo

**A RESOLUTION AUTHORIZING REFUNDS TO
TOWNSHIP RESIDENTS
FOR THEIR WATER-SEWER UTILITY ACCOUNT**

WHEREAS, pursuant to Chapter 352-12 of the Township Code – all claims for a deduction from sewer/water bills shall be made in writing to the Mayor and Council of the Township of North Brunswick which has full power to determine such claims; and

WHEREAS, the following Township residents have requested a refund for the extenuating circumstances provided:

Account	Explanation	Amount	Credit/Refund
15146	Overpayment on Closed Account	75.26	Refund

NOW THEREFORE, BE IT RESOLVED, on this 3rd day of June 2019, the Township Council of the Township of North Brunswick does hereby authorize refunds for the accounts listed herein above.

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to Legal Form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo
Township Clerk

Range: 15146-0 to 15146-0
Year: First to Last
Period: 1 to 12
Date: First to 06/30/19
Cycle: First to Last
Section: First to Last
Print Service Debit/Credit Only:
Include Service Type: Water: Y Sewer: Y Other: Y

Account Type: First to Last
Include Prior Year/Prd in Bal: Y
Include Zero Bal: Y
Exclude Non-NSF Reversed Payments: N
Status: Active/Inactive

Order By: Date
Report Type: Detail
Print Block/Lot/Qual: N
Name to Print: Bill To
Location to Print: Property

* Overpayment amount applied to periods outside the range is not displayed

Account Id	Type	Section	Property Location	Bill To Name	Address						
Cycle	Date	Type	Yr/Prd	Code	Meth	Check No	Description	Apply To	Principal	Interest	Balance
15146-0	RES			141 DARWIN LANE							
HILL, TODD				21 CANNON STREET			W ORANGE, NJ	07052			
Water: 3	Sewer: 3	Other: 3									
05/13/19	Adjust	17	3	Water	030		refund op		75.26	0.00	0.00
05/02/19	Adjust	19	2	Other	OVP				5.16-	0.00	75.26-
05/02/19	Adjust	19	2	Sewer	OVP				4.28-	0.00	70.10-
05/02/19	Adjust	19	2	Water	OVP				2.79-	0.00	65.82-
05/02/19	Adjust	19	2	Water	OVP			FIN	20.00-	0.00	63.03-
05/02/19	Bill	19	2	Other	001	ProRte Final			5.16		43.03-
05/02/19	Bill	19	2	Sewer	S01	ProRte Final	1549398912		4.28		48.19-
05/02/19	Bill	19	2	Water	FIN	Final			20.00		52.47-
05/02/19	Bill	19	2	Water	W01	ProRte Final	1549398912		2.79		72.47-
05/02/19	Adjust	17	3	Water	OVP				5.16	0.00	75.26-
05/02/19	Adjust	17	3	Water	OVP				4.28	0.00	80.42-
05/02/19	Adjust	17	3	Water	OVP				22.79	0.00	84.70-
04/03/19	Adjust	19	1	Other	OVP				8.70-	0.00	107.49-
04/03/19	Bill	19	1	Other	001				8.70		98.79-
04/03/19	Adjust	17	3	Water	OVP				8.70	0.00	107.49-
01/08/19	Adjust	18	4	Other	OVP				8.70-	0.00	116.19-
01/08/19	Bill	18	4	Other	001				8.70		107.49-
01/08/19	Adjust	17	3	Water	OVP				8.70	0.00	116.19-
09/27/18	Adjust	17	3	Water	ZOB		CONV- OPEN BAL DIST		124.89-	0.00	124.89-
09/27/18	Payment		0	Water	ZOB CS				0.00	0.00	0.00
09/26/18	Adjust	18	3	Other	ZZZ		ZERO BAL ADJ		8.70-	0.00	0.00
09/26/18	Adjust	18	2	Other	ZZZ		ZERO BAL ADJ		8.70-	0.00	8.70
09/26/18	Adjust	18	1	Other	ZZZ		ZERO BAL ADJ		17.40-	0.00	17.40
09/26/18	Adjust	17	4	Water	ZZZ		ZERO BAL ADJ		0.08	0.08-	34.80
09/26/18	Adjust	17	4	Other	ZZZ		ZERO BAL ADJ		34.80	0.00	34.72
09/26/18	Adjust	17	3	Water	ZZZ		ZERO BAL ADJ		0.08-	0.08	0.08-
09/26/18	Adjust	17	2	Water	ZZZ		ZERO BAL ADJ		0.00	0.10-	0.00
09/26/18	Adjust	17	1	Water	ZZZ		ZERO BAL ADJ		0.00	0.10	0.00
09/26/18	Adjust	16	4	Water	ZZZ		ZERO BAL ADJ		0.00	0.02-	0.00
09/26/18	Adjust	16	3	Water	ZZZ		ZERO BAL ADJ		0.00	0.02	0.00
09/19/18	Bill	18	3	Other	001	Adjusted			8.70		0.00
06/22/18	Bill	18	2	Other	001	Adjusted			8.70		8.70-
03/16/18	Bill	18	1	Other	001	Adjusted			8.70		17.40-
01/04/18	Bill	18	1	Other	001	Adjusted			8.70		26.10-
12/29/17	Adjust	17	4	Water	Z52				0.08-	0.00	34.80-
12/29/17	Adjust	17	4	Other	Z52				8.70-	0.00	34.72-
12/29/17	Adjust	17	4	Other	Z52				8.70-	0.00	26.02-
12/29/17	Adjust	17	4	Other	Z52				8.70-	0.00	17.32-

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.b.

Canceling expired grant balances

Resolution Number: 164-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

RESOLUTION CANCELING EXPIRED GRANT BALANCES

WHEREAS, the time period of certain grant awards have expired; and

WHEREAS, there remain unspent balances in grant appropriations and uncollected proceeds in grant accounts receivable relating to these expired grant awards.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, that the Chief Financial Officer Cavel Gallimore, be and the same is hereby authorized to cancel the balances of the grant appropriations and grant accounts receivable as listed below.

Account #	Grant		Appropriation	Receivable
G-02-04-195-701-000	DOT Water Reimb. Mae Brook	\$	5,793.50	\$ 5,793.50
G-02-04-195-701-001	DOT Water Construction Admin.	\$	25,000.00	\$ 25,000.00
G-02-04-195-702-000	DOT Sewer Reimb- Mae Brook	\$	7,371.00	\$ 7,371.00
G-02-04-195-702-001	DOT- Sewer Construction Admin.	\$	25,000.00	\$ 25,000.00
G-02-06-195-703-000	DOT Water Reimb. - Rt 1 Sect 6v	\$	20,000.00	\$ 20,000.00
G-02-06-195-704-000	DOT Sewer Reimb- Rt 1 Sect 6v	\$	20,000.00	\$ 20,000.00
G-02-06-195-705-000	DOT Water Reimb. Rt 27 Sec 3E	\$	1,744.75	\$ 1,744.75
G-02-09-195-711-000	NJDOT-Rt. 130 Adams Lane Sewer	\$	3,321.75	\$ 3,321.75
G-02-09-195-712-000	NJDOT-Rt. 130 Mae Brook Deans	\$	5,000.00	\$ 5,000.00
G-02-17-240-002-000	BVP Partnership	\$	4,591.95	\$ 4,591.95
G-02-18-240-706-000	Pedestrian Safety	\$	40.00	\$ 40.00
Total:		\$	117,862.95	\$ 117,862.95

BE IT FURTHER RESOLVED that the Chief Financial Officer is instructed to make all appropriate entries to the financial books and accounts of the Township of North Brunswick.

Cavel Gallimore
Chief Financial Officer

Ronald Gordon
Township Attorney

Kathryn Monzo
Administrator

Resolution _____

I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Council of the Township of North Brunswick at a meeting held on June 3rd 2019.

Lisa Russo
Municipal Clerk

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.c.

Authorizing budget transfers for Fiscal Year 2019 appropriations

Resolution Number: 165-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**RESOLUTION AUTHORIZING BUDGET TRANSFERS
FOR FISCAL YEAR 2019 APPROPRIATIONS**

WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriations transfers during the last two (2) months of the fiscal year, when it has been determined that it is necessary to expend for any of the purposes specified in the budget an amount in the excess of the sum appropriated therefore and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, the Chief Financial Officer Cavel Gallimore, be and the same is hereby authorized to make transfers among the Fiscal Year 2019 Budget as follows:

DESCRIPTION	FROM	TO
INFORMATION TECHNOLOGY SW	15,000	
CODE ENFORCEMENT SW	5,000	
BUILDING & GROUNDS SW		12,000
EMERGENCY MGMT SW		3,000
CONSTRUCTION CODE SW		5,000
FINAL TOTALS	20,000	20,000

Cavel Gallimore
Chief Financial Officer

Ronald Gordon, Esq.
Township Attorney

Kathryn Monzo
Administrator

I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Council of the Township of North Brunswick at a meeting held on June 3, 2019.

Lisa Russo
Municipal Clerk

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MR. LOPEZ				
MR. ANDREWS				
MR. CORBIN				
MR. DAVUS				
MR. SOCIO				
MS. GUADAGNINO				
MAYOR WOMACK				

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.d.

Authorizing the transfer of unexpended Fiscal Year 2018 appropriations to a dedicated accumulated leave absence trust fund

Resolution Number: 166-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**A RESOLUTION AUTHORIZING THE TRANSFER OF
UNEXPENDED FISCAL YEAR 2018 APPROPRIATIONS TO A
DEDICATED ACCUMULATED LEAVE ABSENCES TRUST FUND**

WHEREAS, unexpended balances exist in the Fiscal Year 2018 Salary & Wage Budget; and

WHEREAS, there is a need to contribute to the trust account entitled Accumulated Absences; and,

WHEREAS, there are funds within the appropriations to help augment the trust account; and,

WHEREAS, the Chief Financial Officer now wishes to transfer said unexpended balances into an Accumulated Absences Reserve (D-33-56-850-003-002) for use in fiscal year 2019 and in future fiscal years.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of North Brunswick that a transfer in the amount of \$300,000 is hereby authorized from the FY18 Budget Appropriation as follows:

	<u>From</u>	<u>To</u>
Public Safety – S & W	\$ 200,000.00	
Streets & Roads –S & W	\$ 50,000.00	
Sanitation – S&W	\$ 25,000.00	
Motor Vehicle - S&W	\$ 25,000.00	
Accumulated Leave Absences		<u>\$300,000.00</u>
	<u>\$300,000.00</u>	<u>\$300,000.00</u>

Cavel Gallimore
Chief Financial Officer

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to Legal Form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MR. LOPEZ				
MR. ANDREWS				
MR. CORBIN				
MR. DAVIS				
MR. SOCIO				
MS. GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo, Township Clerk

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.e.

Authorizing the transfer of unexpended Fiscal Year 2018 appropriations to a dedicated snow removal trust fund

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**A RESOLUTION AUTHORIZING THE TRANSFER OF
UNEXPENDED FISCAL YEAR 2018
APPROPRIATIONS
TO A DEDICATED SNOW REMOVAL TRUST FUND**

WHEREAS, unexpended balances exist in the Fiscal Year 2018 Other Expenses Budget; and

WHEREAS, the Chief Financial Officer now wishes to transfer said unexpended balances into a Dedicated Snow Removal Reserve (D-33-56-850-005-001) for use in fiscal year 2019 and in future fiscal years.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of North Brunswick that a transfer in the amount of \$ 95,000.00 is hereby authorized from the 2018 Budget Appropriation Reserve as follows:

<u>Department</u>	<u>From</u>	<u>To</u>
Streets and Roads – O/E	\$40,000.00	
Buildings and Grounds – O/E	\$40,000.00	
Parks & Playground – O/E	\$15,000.00	
Snow Removal Reserve		\$ 95,000.00
	<u>\$ 95,000.00</u>	<u>\$ 95,000.00</u>

Cavel Gallimore
Chief Financial Officer

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to Legal Form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MR. LOPEZ				
MR. ANDREWS				
MR. CORBIN				
MR. DAVIS				
MR. SOCIO				
MS. GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo, Township Clerk

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.f.

**Authorizing the application and acceptance of a State Grant from the State of New Jersey
Department of Law and Public Safety, Division of Highway Traffic Safety**

Resolution Number: 168-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

NOW THEREFORE, BE IT RESOLVED, on this 28th day of May, 2019, by the Township Council of the Township of North Brunswick, County of Middlesex, and State of New Jersey, that the Mayor or his designee are authorized to execute and sign any and all documents in order to effectuate the receipt of State grant monies between the North Brunswick Township and the State of New Jersey, Division of Highway Traffic Safety for the “HTS State Pedestrian Safety Enforcement and Education Fund 2020” grant in the amount of \$15,000.00.

ROLL CALL				
Council Member	Yes	No	Abstain	Notes
MR. LOPEZ				
MR. ANDREWS				
MR. CORBIN				
MR. DAVIS				
MR. SOCIO				
MS. GUADAGNINO				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on the 28th day May, 2019.

Lisa Russo
Township Clerk

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

General Information

Applicant Agency North Brunswick Township
Project Title PED-2020-North Brunswick Township-00059
Federal Tax ID # 226002154

Project Period

From 7/1/2019 To 6/30/2020

Final financial claim is due no later than **June 30**.

Project period must be within current state fiscal year (July 1 - June 30).

Type of Application

☐ Initial ☒ Cont. ☐ Year 2 ☐ Year 3

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Contact Information

Project Director

Prefix: Lieutenant
First Name: Gregory
Last Name: Gyumolcs
Title: Traffic Safety Supervisor
Address 1: 710 Hermann Rd
Address 2:
City: North Brunswick
State: New Jersey
Zip: 08902
Phone: 732-247-0922 ext.322
Fax: 732-220-0761
E-Mail: ggyumo@northbrunswicknj.gov

Financial Director

Prefix: Ms.
First Name: Caval
Last Name: Gallimore
Title: CFO
Address 1: 710 Hermann Rd
Address 2:
City: North Brunswick
State: New Jersey
Zip: 08902
Phone: 732-247-0922 ext.233
Fax: 732-249-2328
E-Mail: cgallimore@northbrunswicknj.gov

Authorizing Official

Prefix: Honorable
First Name: Francis
Last Name: Womack
Title: Mayor
Address 1: 710 Hermann Rd
Address 2:
City: North Brunswick
State: New Jersey
Zip: 08902
Phone: 732-247-0922 ext.200
Fax: 732-545-8774
E-Mail: MayorWomack@northbrunswicknj.gov

Problem Statement

Describe in detail the specific problem you are attempting to impact or correct. Objectives must be measurable and three years of data to support the problem is required. Indicate why your current program or activity is not adequate and explain past efforts to resolve the problem. Provide supporting data, facts, or statistics which substantiate the need for the project.

see attached

Click the Browse button to add Problem Statement attachments.

https://njsage.intelligrants.com/_Upload/1984663_1591326-2020HTSStatePedestrianSafetyEnforcementGrant-ProblemStatement.doc

Objectives

Describe objectives to be accomplished during the project. Objectives should be specific, clearly written, measurable, targeted to the problem identified, and time framed.

Objective

see attached

Click the Browse button to add Objectives attachments.

https://njsage.intelligrants.com/_Upload/1984663_1591320-2020HTSStatePedestrianSafetyEnforcementGrant-Objective.doc

Tasks

Enforcement activities & details with both patrol & multi-officer decoy traffic details

Educational activities provided to the public

Engineering activities working in conjunction with state, county & local agencies

Activities

-Budgeted enforcement overtime hours will be worked during FY2020 at the high crash locations and high complain areas in North Brunswick TWP through individual and Multi-officer decoy traffic details;

-Purchase & distribution of driver educational materials to promote awareness of this and all driver campaigns through this campaign;

Minimum of 10 public education presentations conducted on regular departmental time will be carried out to audiences of children, senior citizens and non-English speaking residents.

North Brunswick Township Police will issue a Press release announcing our involvement in this program;

North Brunswick Township Police will actively support all statewide traffic safety enforcement programs, whether grant funded or not including but not limited to "Click It or Ticket", "Pedestrian Safety" and "Drive Sober or Get Pulled Over".

Objective



NORTH BRUNSWICK TOWNSHIP POLICE DEPARTMENT

710 HERMANN ROAD - PO BOX 6019

NORTH BRUNSWICK NJ 08902

732-247-0922

ADMINISTRATION FAX: 732-220-0761, POLICE FAX 732-249-2892

2020 HTS State Pedestrian Safety & Enforcement Grant **Problem Statement**

North Brunswick is a township located within Middlesex County, New Jersey. As of 2010, the U.S. Census estimated the population to be 40,742, which is an increase from the year 2000, when the population was 36,287 (12.3%). The total land area of the Township is estimated to be 12.272 square miles. The Census Population does not take into account the total daytime population of people who work within and travel throughout the community in motor vehicles, pedestrians and pedal cyclists. The Township's Department of Community Development estimates the daytime population to be 125,000. This number should increase within the next two years due to the construction of the new North Brunswick Township train station that will service the North East Corridor (Amtrak & New Jersey Transit). In addition, there are numerous large commercial businesses that operate within the township that employ personnel and deliver and receive products at their facilities.

North Brunswick Township also has approximately 101.51 miles of roadways. The breakdown is as follows:

- **Municipal Roads = 77.57 miles**
- **County Roads = 7.23 miles**
- **State Roads = 16.71 miles***

*Of the 16.71 miles of State Roadways, there are six major State Highways as follows:

- **Route 1 North & South.**
- **Route 130 North & South. Route 130 begins and ends at the intersection of Route 1.**
- **Route 26 also known as Livingston Avenue.**
- **Route 27 also known as Lincoln Highway.**
- **Route 91 also known as Jersey Avenue.**
- **Route 171 also known as Georges Road.**

The North Brunswick Township Police Department has received and continues to receive complaints from the public regarding motor vehicle traffic violations that are occurring in residential areas and along the Safe Corridor Zones on New Jersey State Highways. These violations include but are not limited to:

- ✓ Speeding,
- ✓ Red light violations
- ✓ Unsafe lane changes
- ✓ Tailgating
- ✓ Inattentive driving
- ✓ Talking on the cell phone
- ✓ Unrestrained motorists & passengers
- ✓ Not stopping for pedestrians in the crosswalk.

Many of the above violations result in motor vehicle crashes and injuries to all involved. Last year, there was a motor vehicle crash involving a pedestrian that resulted in the fatality of that pedestrian.

This crash occurred on Route 1 in the Safe Corridor Zone near the intersection of Finnigans Lane during the evening hour.

Route 26 also known as Livingston Avenue, has a high volume of pedestrian traffic as there is a middle school located adjacent to the roadway. The North Brunswick Township Police Department receives complaints from school crossing guards not only at this location, but other locations regarding motorists failing to stop for persons in the crosswalk.

Drivers are simply both ignoring the crossing guards or are driving distractedly and not paying attention to the task of driving.

The Patrol Division and Traffic Safety Unit have been addressing the above issues with increased enforcement, education and engineering. Last year, Traffic Safety utilized several methods to communicate with the public including Social Media, Nixle Alerts, variable electronic message boards, Public Safety Video Announcements, Cable Television Bulletins, and Public Presentations to schools, businesses and various social groups. Even with the enhanced education and continued enforcement, motorists continue to disregard the law to stop for pedestrians in the crosswalk. Some motorists when stopped by the police advise that they were unaware of the actual law and what is required of them as drivers. Most officers also advised that upon speaking with the drivers, they acknowledge exceeding the speed limit for the roadway and cannot stop safely in time while the pedestrian is within the crosswalk.

In 2019, the traffic safety unit participated in the HTS State Pedestrian Safety & Enforcement Grant. During the engineering portion of the project, several faded and outdated pedestrian crosswalks, school crossing advanced warnings signs and the re-striping of crosswalks within the Township were completed. We will continue to identify and replace outdated and worn signage throughout the Township wherever needed and as funding is available.

In addition, the Police Department purchased and installed new, in-street, "Stop For Pedestrian in Crosswalk" portable pedestrian crosswalk safety signs. We also replaced outdated signs with the current "Stop" rather than "Yield" for pedestrians as required by the current law, 39:4-32 & 33.

Between January 1, 2015, and December 31, 2018, The North Brunswick Township Police Department responded to and investigated approximately 2,533 Motor Vehicle Crashes that occurred on our portion of the designated "State of New Jersey Highway Safe Corridor Zone". The statistics from that time period are the following:

- A total of 11,060 traffic summons were issued.
- A total of 64 arrests for Driving While Impaired.
- Seven Fatal Motor Vehicle Crashes:
 - Zero in 2015
 - One in 2016
 - Three in 2017
 - Three in 2018

Past, current and future enforcement efforts have been and continue to be enhanced through the application and acceptance of State Highway Safety Grants including Pedestrian Safety & Enforcement.

Thank you for allowing us to participate in this and on-going safety campaigns.

Very Truly Yours,
Kenneth P. McCormick
Director of Police

Submitted by:

Lt. Gregory Gyumolcs #117
Project Director for Safe Corridor Grants
Traffic Safety Bureau
North Brunswick Township Police Department
710 Hermann Road
North Brunswick, NJ 08902
(732) 247-0922 Ext 322
ggyumo@northbrunswicknj.gov



NORTH BRUNSWICK TOWNSHIP POLICE DEPARTMENT

710 HERMANN ROAD - PO BOX 6019

NORTH BRUNSWICK NJ 08902

732-247-0922

ADMINISTRATION FAX: 732-220-0761, POLICE FAX 732-249-2892

2020 HTS State Pedestrian Safety & Enforcement Grant

Objective

To reduce the total pedestrian crashes by 10% in this municipality in FY 2020.

Tasks

To accomplish this task the following activities will be utilized:

- ✓ Enforcement activities and details with both patrol and multi-officer decoy traffic details.
- ✓ Educational activities provided to the public.
- ✓ Engineering activities working in conjunction with state, county and local agencies.

Activities

- Budgeted enforcement overtime hours will be worked during FY2020 at the high crash locations and high complaint areas in North Brunswick Township through individual and Multi-officer decoy traffic details.
- Purchase and distribution of driver educational materials to promote awareness of this and all driver campaigns throughout this campaign.
- Minimum of 10 public education presentations conducted on regular departmental time will be carried out to audiences consisting of children, senior citizens, and non-English speaking residents.
- North Brunswick Township Police will issue a press release announcing our involvement in this program.
- North Brunswick Township Police will actively support all statewide traffic safety enforcement programs, whether grant funded or not, including but not limited to "Click It or Ticket", "Pedestrian Safety" and "Drive Sober or Get Pulled Over".

Submitted by:

Lt. Gregory Gyumoles #117
Project Director for Safe Corridor Grants
Traffic Safety Bureau
North Brunswick Township Police Department
710 Hermann Road
North Brunswick, NJ 08902
(732) 247-0922 Ext 322
ggyumo@northbrunswicknj.gov

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Methodology (Methods)

Methodology (Methods)

Describe activities and procedures which will be undertaken to achieve each objective. Fully describe what actions are necessary to help resolve the problem stated.

see attached

Click the Browse button to add Methodology attachments.

https://njsage.intelligrants.com/_Upload/2021782_1591264-2020HTSStatePedestrianSafetyEnforcementGrant-Methodology.doc



NORTH BRUNSWICK TOWNSHIP POLICE DEPARTMENT

710 HERMANN ROAD - PO BOX 6019

NORTH BRUNSWICK NJ 08902

732-247-0922

ADMINISTRATION FAX: 732-220-0761, POLICE FAX 732-249-2892

2020 HTS State Pedestrian Safety & Enforcement Grant

Methodology

The **North Brunswick Township Police Department** will utilize various methods to achieve the objectives of this grant and reduce and prevent future crashes involving pedestrians. This will be the third consecutive year that this agency will be participating in this grant.

Phase 1

- Posting to social media websites and Nixle alerts to provide education to the public and advanced warning of the enhanced and on-going proactive traffic enforcement details.
- Sufficient notice to the public will be provided to allow for compliance.
- Patrol and traffic officers will utilize marked and unmarked patrol vehicles for roving enforcement details.
- Patrol and traffic officers will focus their efforts in all areas in town including areas which have been receiving an increase in complaints regarding traffic violations and the disregard for pedestrian safety in crosswalks.
- Electronic message boards and public safety video announcements and public presentations will supplement the education portion of the detail and will continue throughout the grant period.
- Some motorists may receive verbal warnings during the first phase of the grant depending upon the severity of the traffic infraction.
- All motorists whether receiving a verbal warning or traffic summons will be provided with safety literature regarding the violation and penalties.

Phase 2

- Posting to social media websites and nixle alerts to provide education to the public and advanced warning of the enhanced and on-going proactive traffic enforcement details.
- Sufficient notice to the public will be provided to allow for compliance.
- Patrol and traffic officers will utilize marked and unmarked patrol vehicles for roving enforcement details.

- Patrol and traffic officers will focus their efforts in all areas in town including areas which have been receiving an increase in complaints regarding traffic violations and the disregard for pedestrian safety in crosswalks.
- Electronic message boards and public safety video announcements and public presentations will supplement the education portion of the detail and will continue throughout the grant period.
- Implementation of multi-officer decoy details will begin focusing specifically on crosswalk enforcement and failing to stop for pedestrians in the crosswalk. The details are to be conducted in areas of school zones that are adjacent to New Jersey State Highways, Route 1, etc.
- As per past pedestrian grant details, traffic summons will also be issued for careless driving, cell phone usage, seatbelt and child restraint violations, unregistered vehicle and suspended driver's license and impaired drivers. Drivers that are found to have active warrants for their arrest will be taken into custody as per department regulations.
- Pedestrian and traffic safety will remain top priorities for the North Brunswick Township Police Department. The grant funding for this project will be utilized to cover the overtime cost of the detail for the assigned officers.

Final Phase (3)

- ✓ The third and final phase will be the continuation of enforcement efforts.
- ✓ Evaluation the results from Phase 1 and Phase 2.

Submitted by:

Lt. Gregory Gyumolcs #117
 Project Director for Safe Corridor Grants
 Traffic Safety Bureau
 North Brunswick Township Police Department
 710 Hermann Road
 North Brunswick, NJ 08902
 (732) 247-0922 Ext 322
 ggyumo@northbrunswicknj.gov

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Milestones

Describe sequence of activities. Applications may include a time chart describing program activities.

Task 1

see attached*

Activity 1

see attached*

Click the Browse button to add Milestones attachments.

https://njsage.intelligrants.com/_Upload/2021784_1591825-2020HTSStatePedestrianSafetyEnforcementGrant-Milestones.doc

Task 2

Activity 2

Task 3

Activity 3

Task 4

Activity 4

Task 5

Activity 5

Task 6

Activity 6

Task 7

Activity 7

Task 8

Activity 8



NORTH BRUNSWICK TOWNSHIP POLICE DEPARTMENT

710 HERMANN ROAD - PO BOX 6019

NORTH BRUNSWICK NJ 08902

732-247-0922

ADMINISTRATION FAX: 732-220-0761, POLICE FAX 732-249-2892

2020 HTS State Pedestrian Safety & Enforcement Grant Milestones

The North Brunswick Township Police Department will utilize the below planned time line.

Phase 1

- ✓ To begin at the approval of the grant but no later than July 9, 2019.
- ✓ First quarterly progress report to be submitted on or about September 30, 2019.

Phase 2

- ✓ To begin on or about September 30, 2019.
- ✓ Second quarterly report to be submitted on or about December 31, 2019.

Phase (3)

- ✓ To begin on or about December 31, 2019.
- ✓ Third quarter report to be submitted on or about March 31, 2020.

Final Phase

- ✓ To begin on or about March 31, 2020.
- ✓ Final progress report to be on about June 30, 2020.
- ✓ Final Reimbursement request to be submitted prior to but no later than June 30, 2020.

Submitted by:

Lt. Gregory Gyumolcs #117
Project Director for Safe Corridor Grants
Traffic Safety Bureau
North Brunswick Township Police Department
710 Hermann Road
North Brunswick, NJ 08902
(732) 247-0922 Ext 322
ggyumo@northbrunswicknj.gov

Evaluation

Evaluation

Describe how the expected results will be measured.

Administrative evaluation is required for all projects.

Impact evaluation is feasible only in a limited number of projects.

Administrative (Performance) Evaluation

Requires measuring the operational efficiency of task activities as they relate to the accomplishment of established goals and objectives. In measuring actual task activities, it compares them to:

1. the baseline or pre-task levels of the same activities,
2. the targeted levels of activity established for the task and the planned use of funds.

see attached

Impact (Efficiency) Evaluation

A determination of the extent to which task operations and activities have contributed to the achievement of an objective related to crash involvement.

see attached

Click the Browse button to add attachments to Impact (Efficiency) Evaluation

https://njsage.intelligrants.com/_Upload/2021787_1591702-2020HTSStatePedestrianSafetyEnforcementGrant-Evaluation.doc

Subsequent Years

This is the last section of the proposal, but by no means the least important. We would like to know how you plan to continue your program when the grant funding phases out. This section does not apply to "one time only" grant application request, however, if you contemplate that the project will involve more than one year's financing with federal funds, please include for subsequent fiscal years the total amount estimated to be required broken down by source funding, example State, local, or federal.

Patrol and Traffic Safety Units will continue to address all distracted and unsafe driving behaviors through the use of enforcement, education and engineering. We have and will continue to use several methods of communications with the public. Methods will include social media, Nixle Alerts, variable message boards, public safety video announcements, cable television bulletins, & public presentations to schools, businesses and various social groups.

- Enforcement activities & details both patrol and multi officer decoy details;
- Educational activities provided to the public;
- Engineering activities in conjunction with state, county & local agencies;
- No. Brunswick TWP Police will actively support all statewide traffic safety enforcement programs whether grant funded or not, including but not limited to "Click It or Ticket", "Pedestrian Safety" and "Drive Sober or Get Pulled Over".

Past, current and future enforcement efforts have been and continue to be enhanced through the application and acceptance of State Highway Safety Grants include Pedestrian Safety & Enforcement. We anticipate that for this grant, the Federal financing allotment of +/- \$11,000.00 for FY2020 which will allow our agency to complete this task. We also anticipate with additional and continued federal funding of a minimum of

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Evaluation

\$11,000.00 in FY2021 and FY2022, would also assist us in reaching our goals and objectives.



NORTH BRUNSWICK TOWNSHIP POLICE DEPARTMENT

710 HERMANN ROAD - PO BOX 6019

NORTH BRUNSWICK NJ 08902

732-247-0922

ADMINISTRATION FAX: 732-220-0761, POLICE FAX 732-249-2892

2020 HTS State Pedestrian Safety & Enforcement Grant Evaluation

The **North Brunswick Township Police Department** will continue to utilize various methods to evaluate the results of the grant in order to verify if the goals and objectives were achieved.

Did this grant and the efforts during this period help to prevent and reduce future crashes involving pedestrians at all locations within the township?

- The police Computer Aided Dispatch system (CAD) will be used to track and monitor the results of the traffic details, number of warnings and summons issued and hopefully the reduction in motor vehicle crashes involving pedestrians at all hot spot areas previously identified.
- Traffic officers will be tasked to speak with the public, crossing guards and the residents to determine if traffic details have assisted with an enhanced quality of life for all.
- Posting to social media websites and Nixle alerts to provide results of the detail and thanking the public for their assistance with continued compliance even after the grant period has ended.
- Continued enforcement of pedestrian safety crosswalk laws as well as all traffic laws on all township, county and state roadways.

Submitted by:

Lt. Gregory Gyumolcs #117
Project Director for Safe Corridor Grants
Traffic Safety Bureau
North Brunswick Township Police Department
710 Hermann Road
North Brunswick, NJ 08902
(732) 247-0922 Ext 322
ggyumo@northbrunswicknj.gov

Acceptance of Conditions

Acceptance of Conditions can be found by [clicking here](#).

☒ I agree to the Terms and Conditions outlined in Acceptance of Conditions document found above.

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Project Location

County to filter by: Middlesex County

Municipalities: North Brunswick Township

Salaries and Wages

Position	Name	Hourly Rate/# of hours per week/ per month/total hours for project year	State Share	Local Share	Total Amount
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
		Total:	\$0	\$0	\$0

Organization: North Brunswick Township

Fringe Benefits

[✓] If this page is not applicable, check this box and click **SAVE** or **SAVE/NEXT**.

[illegible]

Organization: North Brunswick Township

Travel

Detailed instructions for the Travel page can be found by [clicking here](#).

[✓] If this page is not applicable, check this box and click **SAVE** or **SAVE/NEXT**.

Description of Event	Name of attendee(s)	State Share	Local Share	Total Amount
				\$0
				\$0
				\$0
				\$0
				\$0
	Total:	\$0	\$0	\$0

Enforcement/Education Details

Overtime is generally reimbursed at \$55/hour. This can be adjusted in rare circumstances and is subject to review and approval.

Description	Number of Hours	Number of Staff	Hourly Rate	State Share	Local Share	Total Amount
Overtime single officer & multi officer detail	272	1	\$55.00	\$15,000	\$0	\$15,000
						\$0
						\$0
						\$0
						\$0
Total:	272	1		\$15,000	\$0	\$15,000

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Miscellaneous Personal Services: 1

[✓] If this page is not applicable, check this box and click **SAVE** or **SAVE/NEXT**.

Description	State Share	Local Share	Total Amount
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Total:	\$0	\$0	\$0

Contractual Services

Description	State Share	Local Share	Total Amount
			\$0
			\$0
			\$0
			\$0
			\$0
Total:	\$0	\$0	\$0

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Other Direct Costs

[☒] If this page is not applicable, check this box and click **SAVE** or **SAVE/NEXT**.

Description	State Share	Local Share	Total Amount
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Total:	\$0	\$0	\$0

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Indirect Costs

[☒] If this page is not applicable, check this box and click **SAVE** or **SAVE/NEXT**.

Description	State Share	Local Share	Total Amount
			\$0

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Budget Summary

Budget Line Item	State Share	Local Share	Total Amount Requested
Salaries and Wages	\$0	\$0	\$0
Fringe Benefits	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Enforcement/Education Details	\$15,000	\$0	\$15,000
Miscellaneous Personal Services	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0
Commodities	\$0	\$0	\$0
Other Direct Costs	\$0	\$0	\$0
Indirect Costs	\$0	\$0	\$0
Total:	\$15,000	\$0	\$15,000

HTS State Pedestrian Safety Enforcement & Education Fund 2020

Organization: North Brunswick Township

Signatures

I certify that the information in this application is true and correct, that the undersigned possesses the authority to apply for this grant, and that the applicant will comply with all Conditions and Assurances associated with this program.

The undersigned gives authorization to submit the application to the State of New Jersey, Department of Law and Public Safety, Division of Highway Traffic Safety for this subaward project.

Project Director Approval

[✓] I approve this application for submission.

Name: Gregory Gyumolcs

Financial Director Approval

[✓] I approve this application for submission.

Name: Marrissa A. Tacinelli

Authorizing Official Approval

[✓] I approve this application for submission.

Name: Francis M. Womack

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.g.

**Authorizing the application of US Dept. of Justice, Bureau of Justice Assistance Federal FY2019
Bulletproof Vest Partnership (BVP) Reimbursement Program**

Resolution Number: 169-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

RESOLUTION ____ - ____

**RESOLUTION AUTHORIZING THE APPLICATION OF
U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE
FEDERAL FY2019 BULLETPROOF VEST PARTNERSHIP (BVP)
REIMBURSEMENT PROGRAM**

WHEREAS, the Township of North Brunswick desires to apply for federal grant funds up to the amount of \$8,349.00 for the replacement of bulletproof vests, and the purchase of bulletproof vests for new police officers; and

WHEREAS, the Business Administrator reviewed the request of the Department of Public Safety and recommends replacement and purchase of new bulletproof vests every five years; and

WHEREAS, as a joint effort between the US Department of Justice and the North Brunswick Township Police Department, the Bureau of Justice Assistance (BJA) grant will reimburse up to 50% (\$8,349.00) of the total project cost \$16,698.00; and

NOW THEREFORE, BE IT FURTHER RESOLVED, on this 28th Day of May, 2019, by the Township Council of the Township of North Brunswick, Middlesex County, New Jersey, that;

- 1) As a matter of public policy, the North Brunswick Township Police Department wishes to participate to the fullest extent possible with the U.S. Department of Justice, Bureau of Justice Assistance;
- 2) The US Department of Justice, Bureau of Justice Assistance (BJA) Grant payment will reimburse up to 50 percent of total costs, thus providing the Township of North Brunswick reimbursement of costs up to \$16,698.00.
- 3) Police Department Operating Expense Budget funds are allocated to satisfy the 50% matching funds requirement.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer, certify that matching funds in the amount of \$10,853.70 in the FY2019 Police Operating Expense Budget Account 9-01-25-240-999-123.

Kenneth P. McCormick, Date
Director of Police

Kathryn Monzo, Date
Business Administrator

Cavel Gallimore, Date
Chief Financial Officer

Ronald Gordon, Esq. Date
Township Attorney, Certified as to Form

ROLL CALL				
NAME	YES	NO	ABSTAIN	NOTES
MR. LOPEZ				
MR. ANDREWS				
MR. CORBIN				
MR. DAVIS				
MR. SOCIO				
MS. GUADAGNINO				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of North Brunswick Township do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of NORTH BRUNSWICK TOWNSHIP at a meeting held on the 28th Day of May, 2019.

Lisa Russo, Municipal Clerk

Patricia Tona

From: vests@usdoj.gov
Sent: Wednesday, May 22, 2019 3:54 PM
To: Patricia Tona
Subject: Your Application has been forwarded to BVP for approval

Thank you for submitting an online Bulletproof VestPartnership (BVP) application. Your application will be safeguarded until the current application period closes on May 28, 2019.

Funding Decisions and Notification: When this application period closes, the following will occur: Each application is checked against the availability of funds to cover a portion of its total cost, in keeping with established rules and statutory set-asides. Once funding decisions are made, Congress is notified, followed by an electronic (email) message to the primary jurisdiction contact regarding the specific level of funding available. After this notification, DOJ requires additional time to create or update each jurisdiction's financial account. You will then be notified again (via email) that funds are available for drawdown through the payment request process in your online handbook. Assuming there are no changes or significant delays in the above processes, online payment requests for the 2019 applications should be available no later than September 30, 2019.

Formula and Matching Requirements: The program requires that each applicant jurisdiction be responsible for providing at least 50 percent of the cost of each qualifying vest purchased. Tribal governments may use other federally-appropriated funds to provide their portion of the total cost; all other jurisdictions must use non-federal funds. Non-federal fund sources include state and/or local jurisdiction revenues, private or personal funds, and contributions from insurance or workman's compensation consortiums. Asset forfeiture funds may also be used to meet the jurisdiction's financial requirement. By submitting this application, you have already certified that you understand and will abide by the following: "Funding availability, levels, and percentages are uncertain. There is no guaranteed funding level associated with any application submitted to the BVP program. Jurisdictions agree to meet their financial and contractual obligations associated with any purchase transactions, regardless of the level of funding received through this application."

Purchasing NIJ-approved Vests: BVP program funds may only be used to help defray the costs of NIJ-approved vest makes and models. Any ballistic or stab vest meeting applicable NIJ standards is eligible for funding. Vests contained in your application provide a basis for funding decisions. However, you are not obligated to purchase those exact vest makes and models. You may use BVP funds to help defray the costs of any NIJ-approved vest. Simply reflect any changes in the online receipt report(s), when you initiate the online payment process. BVP funds remain in your "account" through the end of the second federal fiscal year following the year of this application. Therefore, you have ample time to make and complete eligible purchases.

Need Assistance? Please call the BVP technical support helpdesk at 877-758-3787 (toll free). Thank you and continued success in providing lifesaving body armor for your eligible officers and employees.

BVP Technical Support Team

SUBMIT APPLICATION



Application Profile



Application



NIJ Approved Vests



Submit Application

PLEASE NOTE: Applications for funding may be submitted for the purchase of any armor that meets the established NIJ ballistic or stab standards ordered on or after April 1, 2019. Once the open application period closes, funding levels will be established and all applicants will be notified.

APPLICATION PROFILE

Participant	NORTH BRUNSWICK TOWNSHIP
Fiscal Year	2019
Number of Agencies Applied	1
Total Number of Officers for Application	93
Number of Officers on Approved Applications	93

APPLICATION PROFILE

Fiscal Year		2019
Vest Replacement Cycle 		5
Number of Officers		93
Number of Emergency	Number of Stolen or Damaged	0

Replacement Needs 	Number of Officer	0
	Turnover	

SUBMIT APPLICATION FOR FUNDING FOR BVP APPROVAL

Application for Funding

Name	Quantity	Extended Cost	Tax, S&H*	Total Cost
NORTH BRUNSWICK TOWNSHIP	20	\$16,698.00	\$0.00	\$16,698.00
Grand Totals	20	\$16,698.00	\$0.00	\$16,698.00
Requested BVP Portion of Total Cost, up to:				\$8,349.00

* Total Taxes, Shipping and Handling Cost for each Application

Warning: Funding Limitations - Applications are subject to certain funding limitations, to help account for increasing demands and unexpended funds from prior BVP applications (if applicable). Your FY 2019 Regular Fund application average unit price is **\$834.90**. Accordingly, your application has now exceeded the estimate average unit price of **\$800**. This may affect your future application's award funding.

SUBMIT APPLICATION FOR BVP APPROVAL

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time for all components of a jurisdiction to complete and file this Application for Funding form is two hours. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you may use the Suggestions e-mail option on this BVP web site, or you may write to the BVP, c/o Bureau of Justice Assistance, 810 Seventh Street NW, Washington, DC, 20531.

SUBMIT APPLICATION



Application Profile



Application



NIJ Approved Vests



Submit Application

You have successfully submitted your application for funding for BVP approval.

The approval process may take several weeks from the application closing date. A confirmation email has been sent to ptona@northbrunswicknj.gov. An email approval advisory will also be sent to ptona@northbrunswicknj.gov when the program approvals are completed. Additionally, you may check the status of your application by selecting option , 'Application History', in the Jurisdiction's Handbook. Thank you for your continued patience.

For your reference, the summary data for your Application for Funding is listed below.

SUCCESSFUL SUBMISSION

Jurisdiction: NORTH BRUNSWICK TOWNSHIP

Application Id: 19064000

Status/Submission Date: Sent for BVP Approval : 05/22/19

APPLICATION FOR FUNDING

Quantity	Extended Cost	Tax, S&H	Total Cost
20	\$16,698.00	\$0.00	\$16,698.00
Maximum Allowable Funding from BVP:			\$8,349.00

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.h.

Authorizing the Award of Contract BID19005 to VNL Inc. for the purchase and installation of Water Treatment Plant Meters

Resolution Number: 170-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**A RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK
AUTHORIZING THE AWARD OF CONTRACT BID19005
TO VNL INC.
FOR THE PURCHASE AND INSTALLATION OF
WATER TREATMENT PLANT METERS**

WHEREAS, the Township is the owner of the Water Treatment Plant as part of its water distribution system; and

WHEREAS, the Water Treatment Plant is located adjacent to the D&R Canal (source water) where it draws, treats and conveys “potable” water to its customers; and

WHEREAS, it has been previously determined in the best interest of the Township to replace the water meters, along with installing an automated system, that will enable the Township to efficiently provide customers monthly billing, online access to their water consumption, and usage alerts to curtail a resident or business receiving an unanticipated high water bill; and

WHEREAS, in an effort to address the asset management requirements associated with the meter replacement project, the Water Quality Accountability Act (WQAA) and the non-revenue water in the system, a recommendation was made by the Mayor’s Water Ad Hoc Committee to replace the Water Treatment Plant meters, as well as integrate the metered water consumption data with water production data in the existing “supervisory control and data acquisition” (SCADA) system; and

WHEREAS, when complete, this upgrade will allow municipal officials to compare production vs. consumption in the system by day, week or month to better understand and resolve the unaccounted for water in the distribution system; and

WHEREAS, on August 6, 2018, pursuant to Resolution 187-6.18, T&M Associates was engaged to provide professional services related to this project including; design, bid and construction oversight; and

WHEREAS, on April 15, 2019, the Township Council approved Resolution 131-4.19, authorizing the advertisement for receipt of bids for the Water Treatment Plant Meters and SCADA Integration Project, BID19005; and

WHEREAS, the Municipal Clerk witnessed the receipt of six bids on May 21, 2019; VNL Inc. (\$592,291.00), Montanan Construction Inc. (\$669,669.66), DeMaio Electrical Company (\$672,500.00), Fred Devens Construction (\$731,000.00), Allied Construction Group (\$787,000.00), and J.Fletcher Creamer and Son (\$817,650.00) ; and

WHEREAS, T&M Associates, engineering firm for this project, the Purchasing Agent and Legal Counsel have reviewed the qualifications and bid submitted by VNL Inc., of 971 W. Chestnut Street, Union, New Jersey 07083, and determined them responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, that the bid submitted by VNL Inc. is hereby accepted.

BE IT FURTHER RESOLVED, Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and Township Clerk to witness an agreement with VNL Inc. the Water Treatment Plant Meters and SCADA Integration Project, BID19005, in the amount of \$592,291.00, subject to approval by the New Jersey Department of Environmental Protection (NJDEP).

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the following accounts totaling \$592,291.00 are available under Contract BID19005:

\$ 473,596.00 are available in the FY2019 Sewer Capital account C-08-55-C19-191-101, and
 \$ 118,695.00 are available in the FY2018 Water Capital account C-06-55-C18-171-101.

 Cavel Gallimore
 Chief Financial Officer

 Kathryn Monzo
 Business Administrator

 Ronald Gordon, Esq.
 Township Attorney
 Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

 Lisa Russo
 Township Clerk



YOUR GOALS. OUR MISSION.

May 22, 2019

Ms. Justine Progebin
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

Re: Water Treatment Plant Meters – Bid Recommendation

Dear Ms. Progebin:

On Tuesday, May 21, six (6) bids were received and opened for the above referenced project. Below is a summary of the bids:

<u>Contractor</u>	<u>Base Bid Amount</u>
VNL, Inc	\$592,291.00
Montana Construction	\$669,669.66
DeMaio Electrical	\$672,500.00
Fred Devens	\$731,000.00
Allied Construction	\$787,000.00
J. Fletcher Creamer	\$817,650.00

The Engineers Estimate of Probable Cost for the Base Bid was \$500,000. The low bidder was VNL, Incorporated with a base bid of \$592,291. This exceeded the Engineer's Estimate, however unit prices included with the bid are in line with the estimated cost for each item. We have reviewed the low bidder's submitted bid package and found it to be complete and responsive. The Bid Bond and Consent of Surety are from Selective Insurance Company of America who is listed by the NJ Department of Banking and Insurance as an approved surety company. VNL has provided references of constructing water projects and it is our opinion that they are qualified to complete this project.

We recommend that the contract be awarded to VNL, Inc for an amount of \$592,291.00 subject to approval from the New Jersey Department of Environmental Protection (NJDEP).

Should you have any questions or require additional information please do not hesitate to contact me.

Very truly yours,


Brian Lee, PE, CCM
Group Manager

cc: Kathy Monzo, Township Administrator

RECEIPT OF BIDS

May 21, 2019

Results from the receipt of bids on Tuesday May 21,, 2019, at 11:00 a.m., Municipal Complex, 710 Hermann Road, North Brunswick, NJ:

Present: Justine Progebin, Assistant Business Administrator
Samantha Sickles, Purchasing Assistant
Lisa Russo, Municipal Clerk
Nellie Sowell, Clerk 1
Brian Lee, T&M Associates

Resolution #131-4.19 adopted on April 15, 2019 by the Township Council authorizing receipt of bids and advertised in the Home News & Tribune as according to law. Mrs. Russo asked for any additional bids. Receipt of bids is closed.

The following receipt of bids were received:

Contract BID19005

Water Treatment Plant Meters and
SCADA Integration Project

Bond
10% Bid Bond
Required

Total

VNL Inc.	Item 1:	\$ 318,691.00
971 W. Chestnut Street	Item 2:	\$ 194,450.00
Union, NJ 07083	Item 3:	\$ <u>79,150.00</u>
	Item 1 – 3:	\$ 592,291.00

Montana Construction Inc.	Item 1:	\$ 310,000.00
80 Contant Avenue	Item 2:	\$ 259,669.66
Lodi, NJ 07644	Item 3:	\$ <u>100,000.00</u>
	Item 1 – 3:	\$ 669,669.66

DeMaio Electrical Company Inc.	Item 1:	\$ 278,000.00
330 Roycefield Road Unit D	Item 2:	\$ 298,500.00
Hillsborough, NJ 08844	Item 3:	\$ <u>96,000.00</u>
	Item 1 – 3:	\$ 672,500.00

Fred Devens Construction	Item 1:	\$ 358,000.00
403 Stonetown Road	Item 2:	\$ 105,000.00
Ringwood, NJ 07456	Item 3:	\$ <u>268,000.00</u>
	Item 1 – 3:	\$ 731,000.00

Allied Construction Group Inc.	Item 1:	\$ 347,000.00
499 Washington Road	Item 2:	\$ 260,000.00
Parlin, NJ 08859	Item 3:	\$ <u>180,000.00</u>
	Item 1 – 3:	\$ 787,000.00

J. Fletcher Creamer & Son, Inc.	Item 1:	\$ 354,000.00
101 East Broadway Avenue	Item 2:	\$ 384,000.00
Hackensack, NJ 07601	Item 3:	\$ <u>79,650.00</u>
	Item 1 – 3:	\$ 817,650.00

A report will be presented to the Township Council for possible awards at the next Township Council Meeting.

Lisa Russo
Municipal Clerk

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.i.

Authorizing a Change In Scope to the PSA with CME Associates appointed at the 2019 Township Consulting Engineering Firm to include Construction Administration and Record Drawing Services for the Raw Water Intake Screens at the Water Treatment Plant

Resolution Number: 171-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A CHANGE IN SCOPE TO
THE PROFESSIONAL SERVICE AGREEMENT WITH
CME ASSOCIATES APPOINTED AS THE 2019
TOWNSHIP CONSULTING ENGINEERING FIRM TO INCLUDE
CONSTRUCTION ADMINISTRATION AND RECORD DRAWING SERVICES FOR
THE RAW WATER INTAKE SCREENS AT THE
WATER TREATMENT PLANT**

WHEREAS, Resolution 4-1.19 approved by the Township Council authorized CME Associates, of 3141 Bordentown Avenue, Parlin, NJ 08959, to provide engineering consulting services for calendar year 2019, as awarded under a fair and open contract process, pursuant to the provisions of N.J.S.A. 19:44A-20.1 et seq.; and

WHEREAS, CME Associates current agreement includes general engineering services to be provided to the Township in an amount not-to-exceed \$100,000.00 and Construction Phase Services for the 2019 Road Program in an amount not-to-exceed \$455,508.00, for a revised contract amount of \$555,508.00; and

WHEREAS, the Township is the owner of a Water Treatment Plant as part of the municipality's water distribution system; and

WHEREAS, the Water Treatment Plant is located adjacent to the D&R Canal (source water) where it draws, treats and conveys "potable" water to its customers; and

WHEREAS, screening the water is the first method used in the treatment process to remove wildlife, vegetation and debris from entering the plant; and

WHEREAS, the existing intake screens are not operational and in need of replacement; and

WHEREAS, on June 25, 2018, pursuant to Resolution 172-6.18, CME Associates was engaged to provide professional services related to this project including; Design, Planning, Specification and Bid Preparation services; and

WHEREAS, on April 15, 2019, the Township Council approved Resolution 127-4.19, authorizing the advertisement for receipt of bids for the Purchase and Installation of Raw Water Intake Screens, BID19009; and

WHEREAS, on May 16, 2019, the Municipal Clerk witnessed the receipt of two bids; and

WHEREAS, with said bid anticipated to be awarded on June 3, 2019, CME Associates has been requested to provide Construction Phase Services for this project; and

WHEREAS, compensation for said services shall be based upon the May 21, 2019 proposal submitted by CME Associates, to be paid upon submission of monthly invoices, for an amount not-to-exceed \$54,820.00, for a revised contract amount of \$610,328.00; and

WHEREAS, the engineering services for this project will be funded from existing Water Capital Ordinance 17-10.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of June, 2019 that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an amendment to the current agreement with CME Associates to include Construction Phase Services for the Purchase and Installation of Raw Water Intake Screens Project, BID19009, based upon the May 21, 2019 proposal, for an amount not-to-exceed \$54,820.00, for a revised contract authorization total of \$610,328.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the following account totaling \$54,820.00 are available under Contract PRO19040:

\$54,820.00 are available in the FY2018 Water Capital account C-06-55-C18-171-901.

Cavel Gallimore
Chief Financial Officer

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo
Township Clerk



May 21, 2019

Kathryn Monzo, Business Administrator
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

**Re: Proposal for Professional Services for the
Raw Water Intake Screens
Our Project No.: PNO00453.02**

Dear Ms. Monzo:

Thank you for considering our Firm for the above referenced work and allowing us to submit this proposal for providing engineering services related to the replacement of the Raw Water Intake Screens for the Township of North Brunswick Water Treatment Plant.

BACKGROUND

The proposed improvements generally include the replacement of the existing raw water intake screens, spray water piping, control panels and associated electrical work in accordance with the Contract Documents. The purpose of the project is to reduce the amount of water-borne debris from entering the Treatment Plant.

The proposed Raw Water Intake Screens project requires professional services related to Construction Phase Services. Our proposal has considered all the elements required to provide these services and our Firm has the capabilities of providing the necessary engineering and field observation services associated with the project. A description of the intended work for the Construction Phase Services follows:

CONSTRUCTION PHASE SERVICES

We will provide the following services in conjunction with this Phase of the Project:

- Assist the Township in arranging and conducting a pre-construction meeting with the Contractor and Township representatives and the preparation of written minutes of the meeting;
- In-office review of shop drawings for material and equipment to be utilized by the Contractor and incorporated into the work;



Ms. Kathryn Monzo
Business Administrator
Re: Proposal for Professional Services
Raw Water Intake Screens

May 21, 2019
Our File No.: PNO00453.02
Page 2

- In-office review of Contractor's requests for payment including the measurement and/or calculation of quantities involved and on the basis that work has progressed to the point indicated and that the quality of the work is in accordance with the construction contract documents;
- On-site observation and monitoring of the Contractor's Work and installation of the required elements of the project;
- On-site observation of equipment start-up and testing;
- Participate in the final observation of the completed work;
- Review all pay items of work and prepare final estimate of payment to the Contractor;
- Prepare Record Drawings based upon information provided by the Contractor;

Accordingly, based upon the above outlined Scope of Services, we find that the necessary Construction Phase Services can be provided for a not to exceed fee indicated below:

Construction Phase Services

\$ 54,820.00

It should be noted that this figure is based on an estimated construction period of 210 calendar days for substantial completion. Should the construction time exceed the 210 calendar days due to the performance of the Contractor or unforeseen circumstances, we will provide the necessary supplemental Construction Phase Services based upon our hourly rates.



Ms. Kathryn Monzo
Business Administrator
Re: Proposal for Professional Services
Raw Water Intake Screens

May 21, 2019
Our File No.: PNO00453.02
Page 3

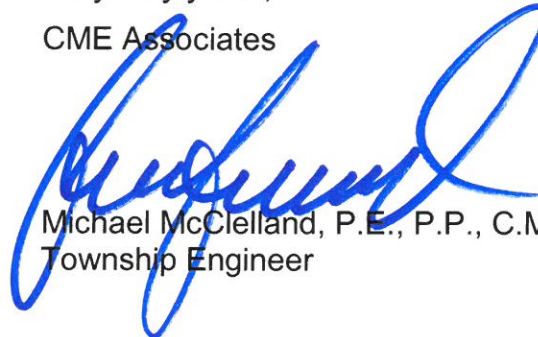
SUMMARY

Our hourly rates shall be firm until January 1, 2020 after which they may be subject to re-negotiation. Invoices shall be paid within 30 days of presentation of same. Please note that our Affirmative Action Statement and Business Registration Certificate are already on file with the Township.

Thank you again for permitting our firm to submit this Scope of Professional Services, and we look forward to continuing to serve the Township. Should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates



Michael McClelland, P.E., P.P., C.M.E.
Township Engineer

MJM/nt

cc: Justine Progebin, Assistant Business Administrator
Scott Kunz, Engineering Project Manager
Keith Chiaravallo, Sr. Project Manager

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.j.

Authorizing the Award of Contract BID19009 to Allied Construction Group, Inc. for the purchase and installation of Raw Water Intake Screens at the Water Treatment Plant

Resolution Number: 172-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**A RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK
AUTHORIZING THE AWARD OF CONTRACT BID19009
TO ALLIED CONSTRUCTION GROUP, INC.
FOR THE PURCHASE AND INSTALLATION OF
RAW WATER INTAKE SCREENS AT THE
WATER TREATMENT PLANT**

WHEREAS, the Township is the owner of the Water Treatment Plant as part of its water distribution system; and

WHEREAS, the Water Treatment Plant is located adjacent to the D&R Canal (source water) where it draws, treats and conveys “potable” water to its customers; and

WHEREAS, screening the water is the first method used in the treatment process to remove wildlife, vegetation and debris from entering the plant; and

WHEREAS, the existing intake screens are not operational and in need of replacement; and

WHEREAS, as part of the effort in reviewing projects, specifically that address the efficiency of the water treatment process, a recommendation was made by the Mayor’s Water Ad Hoc Committee to the Governing Body, to replace the raw water intake screens; and

WHEREAS, on June 25, 2018, pursuant to Resolution 172-6.18, CME Associates was engaged to provided professional services related to this project including; Design, Planning, Specification and Bid Preparation Services; and

WHEREAS, on April 15, 2019, the Township Council approved Resolution 127-4.19, authorizing the advertisement for receipt of bids for the Purchase and Installation of Raw Water Intake Screens, BID19009; and

WHEREAS, on May 16, 2019, the Municipal Clerk witnessed the receipt of two bids: Allied Construction Group, Inc. of Parlin, NJ with a bid of \$589,700.00 for items 1 through 6 inclusive and Rapid Pump & Meter Services Inc. with a bid of \$716,890.00 items 1 through 6 inclusive; and

WHEREAS, CME Associates, engineering firm for this project, the Purchasing Agent and Legal Counsel have reviewed the qualifications and bid submitted by Allied Construction Group, Inc. and determined them responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, that the bid submitted by Allied Construction Group, Inc. is hereby accepted.

BE IT FURTHER RESOLVED, Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Allied Construction Group, Inc. for the Purchase and Installation of Raw Water Intake Screens, BID19009, in the amount of \$589,700.00.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the following accounts totaling \$589,700.00 are available under Contract BID19009:

\$ 15,315.35 are available in the FY2014 Water Capital account C-06-55-C14-131-101,
\$ 331,914.95 are available in the FY2018 Water Capital account C-06-55-C18-171-101, and
\$ 242,468.70 are available in the FY2008 Water Capital account C-06-55-C08-720-101.

Cavel Gallimore
Chief Financial Officer

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo
Township Clerk

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



TIMOTHY W. GILLEN, PE, PP, CME
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

May 21, 2019

Ms. Kathryn Monzo
Business Administrator
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

**Re: Bid Recommendation for the
Raw Water Intake Screens
Township of North Brunswick
Our File No.: PNO00453.01**

Dear Ms. Monzo,

On May 16, 2019 two (2) bids were received for the Raw Water Intake Screens project as indicated on the attached summary of bids.

The apparent low bid was submitted by Allied Construction Group, Inc. of Parlin, New Jersey with a bid in the amount of \$589,700.00 for Bid Items 1 through 6 inclusive. An irregularity was noted in the bid submitted by Allied Construction Group on the Statement of Ownership (page C-8) on which neither box was checked under Part II to certify that all stockholders owning 10% or more of the company are listed on the form. No other irregularities were noted.

CME and its personnel have provided construction oversight services on previous projects on which Allied Construction Group, Inc. was the General Contractor. Based on our experience, it is our opinion that Allied Construction Group, Inc. is capable of performing the work associated with this project.

It is our understanding that the bid is within the available funding for the project. Accordingly we recommend award to Allied Construction Group, Inc. for the total bid amount of \$589,700.00 for Bid Items 1 through 6 inclusive subject to waiving of the above reported irregularity, certification of funds by the Township's Chief Financial Officer, review and approval by the Township Attorney including verification that the bonding and surety company is licensed to do business in the State of New Jersey and appears in the current list of "Companies Holding Certificates of Authority as Acceptable Reinsuring Companies", prepared by the U.S. Treasury Department, verification that the Contractor has sealed the bid with his corporate seal where appropriate and the submission of the required Performance Bonds and Insurance Certificates for the project.



Ms. Kathryn Monzo, Business Administrator
Township of North Brunswick
Re: Raw Water Intake Screens

May 21, 2019
Our File No.: PNO00453.01
Page 2

The original bid package submitted by Allied Construction Group, Inc. has been forwarded to the Township Attorney for his review under separate cover.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,
CME Associates

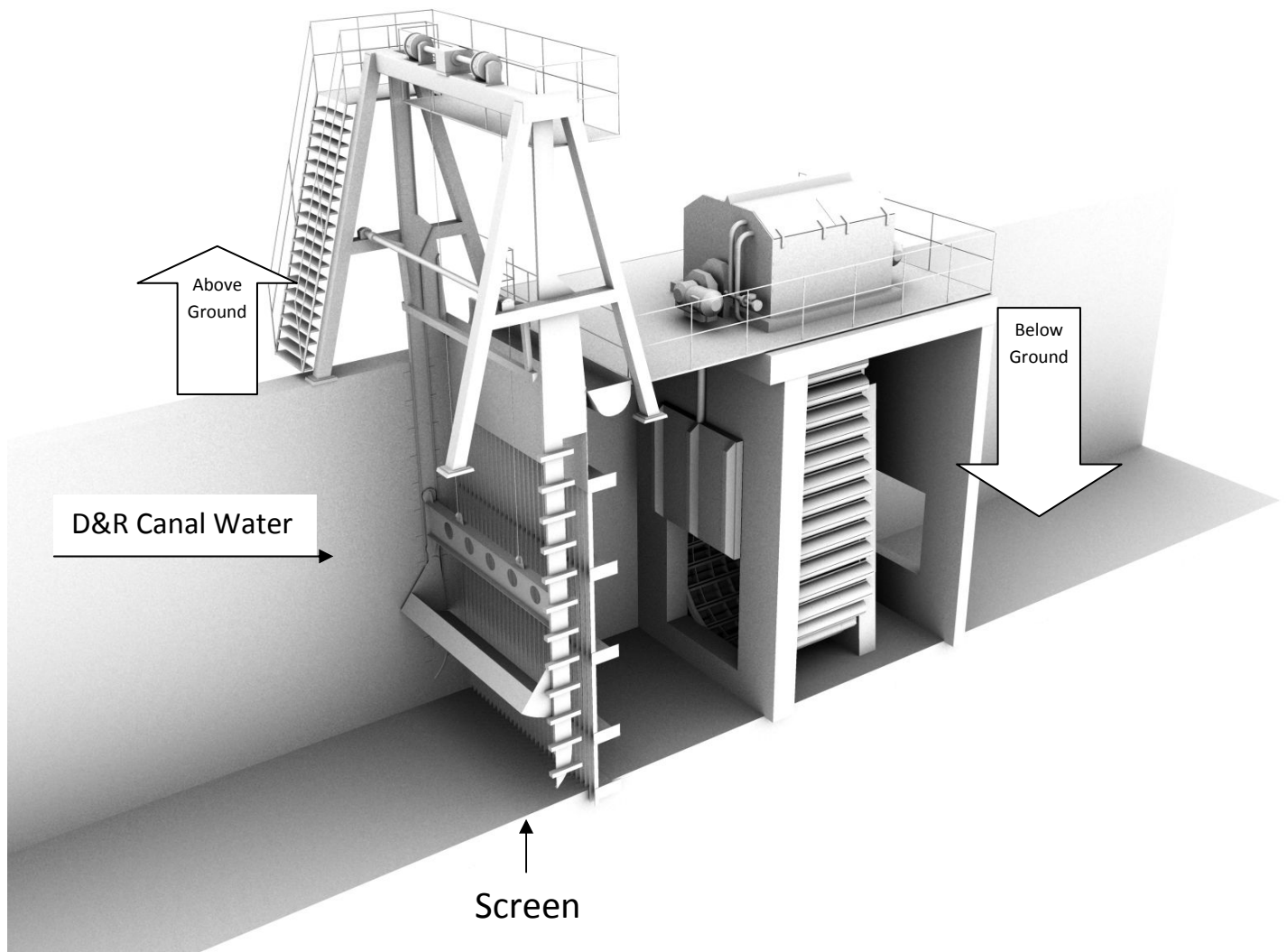
Michael J. McClelland, P.E.
Township Engineer

MJM/nt

Enclosures

cc: Mayor & Township Council
Justine Progebin, Assistant Business Administrator
Lisa Russo, Township Clerk
Ronald Gordon, Esq.

[illegible]



Sample Design

First step in the process for large volumes of raw water that must be cleaned - or screened - before entering the plant to be treated

RECEIPT OF BIDS

May 16, 2019

**Results from the receipt of bids on Thursday, May 16, 2019, at
11:00 a.m., Municipal Complex, 710 Hermann Road, North Brunswick, NJ.**

**Present: Samantha Sickles, Purchasing Asst.
Nellie Sowell, Clerk 1**

**Resolution #127-4.19 adopted on April 15, 2019 by the Township Council
authorizing receipt of bids and advertised in the Home News & Tribune as
according to law.**

Ms. Sowell asked for any additional bids. Receipt of bids is closed.

The following receipt of bids were received:

<u>Contract Bid 19009:</u>	<u>Bond</u>	<u>Total</u>
Raw Water Intake Screens at the North Brunswick Water Treatment Plant		

Allied Construction Group Inc. 499 Washington Road Parlin, NJ 08859	Bid \$589,700.00
--	-------------------------

Rapid Pump & Meter Service Inc. 285 Straight Street Paterson, NJ 07509	Bid \$716,890.00
---	-------------------------

**A report will be presented to the Township Council for possible awards at the
next Township Council Meeting.**

**Lisa Russo
Municipal Clerk**

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.k.

Authorizing an agreement with Police Lieutenant Michael McGinn and the Police Superior Officer's Association (Local 160) of the North Brunswick Department of Public Safety

Resolution Number: 173-6.19

ATTACHMENTS:

Description	Type
Resolution	Cover Memo
Executed	Cover Memo

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH
POLICE LIEUTENANT MICHAEL MCGINN AND THE
POLICE SUPERIOR OFFICER'S ASSOCIATION (LOCAL 160)
OF THE NORTH BRUNSWICK DEPARTMENT OF PUBLIC SAFETY**

WHEREAS, the Township Council of the Township of North Brunswick has previously authorized approval of a collective bargaining agreement between the Township of North Brunswick and the Police Superior Officer's Association-Local 160 of the Department of Public Safety; and

WHEREAS, in preparation of his anticipated retirement within the next few years, Police Lieutenant Michael McGinn has petitioned the Township to receive payout of his Compensatory, Scheduled Adjustment and other contractual time with the Township, to be paid over a multi-year period, with scheduled increments as listed in Exhibit A; and

WHEREAS, the Superior Officer's Association has agreed that this payment is unique and will not constitute a precedent that would entitle other officers to expect that same or similar payment and has agreed to reduce this as a term and condition for the payment to occur; and

WHEREAS, the Business Administrator has reviewed the circumstances with the Mayor and is recommending approval of this action.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of June, 2019 that the Township Council of the Township of North Brunswick does hereby authorize the payment of accumulated time as listed in Exhibit A available to Police Lieutenant Michael McGinn, and further authorizes the Mayor and/or Business Administrator to execute an Agreement reflecting the terms and conditions of such payment and other conditions.

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo
Township Clerk

**AN AGREEMENT BETWEEN THE TOWNSHIP OF NORTH BRUNSWICK, THE NORTH
BRUNSWICK POLICEMEN'S SUPERIOR OFFICER'S ASSOCIATION (LOCAL 160), AND
POLICE LIEUTENANT MICHAEL MCGINN**

WHEREAS, Police Lieutenant Michael McGinn, hereinafter "Lt. McGinn" is a police lieutenant in the North Brunswick Department of Public Safety; and

WHEREAS, Lt. McGinn is represented by the Police Superior Officer's Association of North Brunswick, Local 160, hereinafter the "SOA"; and

WHEREAS, Lt. McGinn, in preparation of his anticipated retirement, has petitioned the Township to request to receive payout of his Compensatory, Scheduled Adjustment and other contractual time with the Township, to be paid over a multi-year period, with scheduled increments as listed in Exhibit A; and

WHEREAS, William Bonura, President of the SOA, has been involved in discussions between Lt. McGinn and the Township; and

WHEREAS, after consultation between the Township, the SOA, and Lt. McGinn, the parties have reached agreement on the following terms and conditions:

IT IS HEREBY STIPULATED AND AGREED by and between the North Brunswick Superior Officer's Association Local 160 ("SOA"), the Township of North Brunswick ("Township"), and Lieutenant Michael McGinn ("Lt. McGinn"), as follows:

- A. Lt. McGinn will receive his **Accumulated Schedule Adjustment**, as of May 9, 2019, subject to taxable withholdings; payable in accordance with Exhibit A. Payments made for Accumulated Schedule Adjustment Time shall be at Lt. McGinn's 2018 hourly rate.
- B. After December 31, 2019, Lt. McGinn agrees to use, or forfeit by December 31st of each year any accrued **Accumulated Schedule Adjustment** leave between January 1, 2020 and his retirement. Lt. McGinn shall be required to follow current procedure to request to use his schedule adjustment leave, and his superiors shall make every reasonable effort to accommodate each request.
- C. Lt. McGinn will receive his **Compensatory Time**, subject to taxable withholdings, payable in accordance with Exhibit A. Payments made for Compensatory Time shall be at Lt. McGinn's current hourly rate at time of payment.
- D. With each payout prior to retirement, it is incumbent upon Lt. McGinn to notify Finance (the Payroll Division) the amount (if any) to be applied to a deferred compensation or other benefit plan. Payments will continue after separation and/or in the event of Lt. McGinn's death. In the event of the latter, it shall be incumbent upon the Estate Administrator or Executor to notify the Township's Finance Department, providing necessary documentation and account information to continue the payments.

- E. Lt. McGinn will receive his **Vacation Time**, subject to taxable withholdings; payable in accordance with Exhibit A. Payments made for Vacation Time shall be at Lt. McGinn's current hourly rate at time of payment.
- F. Lt. McGinn will receive payment for other unused accumulated time, in accordance with the union contract (**Holiday, Personal, Sick**) outlined on Exhibit A. Payment calculations shall be made based on Lt. McGinn's current hourly rate at time of payment.
- G. Any payouts issued after his retirement date shall be calculated using Lt. McGinn's last hourly rate as an active employee.
- H. In the year of Lt. McGinn's retirement, if the retirement date falls less than three months prior to the next scheduled payment, at McGinn's request, the next scheduled payment shall be made prior to his retirement date.
- I. The SOA agrees that it will not rely upon this event as a precedent or other standard in law which would create any entitlement by any other member of the SOA for similar payments for any form of Leave, except as provided in the collective bargaining agreement for members who separate their employment with the Township via retirement or other cause.
- J. Except as so agreed to herein, this Agreement represents the entire understanding of the Parties and all other standards of the Collective Bargaining Agreement by and between the Township and the SOA shall remain in effect.

FOR THE TOWNSHIP:

Kathryn Monzo, Business Administrator

Date

FOR THE SOA:

William Bonura, President

Date

FOR LIEUTENANT MICHAEL MCGINN:

Michael McGinn, Lieutenant

Date

Exhibit A

Payout Calculation - Michael McGinn

Schedule Adjustment Time

Hourly Rate	\$90.42	2018 Pensionable Rate
Schedule Adjustment Hours (Admin)	2,421.75	Hours as of 5/9/19
Schedule Adjustment Pay	<u>\$218,974.64</u>	

Compensatory Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Comp. Hours	73.00	Hours as of 5/9/19
Comp. Pay	<u>\$6,725.49</u>	

Vacation Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Vacation Hours as of 12/31/11	856.50	Hours as of 5/9/19
Vacation Pay	<u>\$78,909.35</u>	

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Vacation Hours 1/1/12-Present	407.50	1,264.00 - 856.50 as of 12/31/11= 407.50
Vacation Pay	<u>\$37,542.98</u>	*440 Max - as of 2017 Contract

Holiday Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Holiday Hours (Other)	667.50	Hours as of 5/9/19
Holiday Pay	<u>\$61,496.78</u>	

Personal

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Personal Hours	40.00	Hours as of 5/9/19
	<u>\$3,685.20</u>	

Sick Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
75% of Hourly Rate	\$69.10	
Sick Hours as of 12/31/11	755.50	Hours as of 5/9/19
Sick Pay > \$15,000.00	<u>\$52,203.16</u>	

Payout Schedule (Four Equal Payments Each) **\$459,537.58**

Payout 1 - 8/19, 12/19, 3/20, 6/20	\$109,487.32	50% Schedule Adjustment
Payout 2 - 8/20, 12/20, 3/21, 6/21	\$116,212.81	50% Schedule Adjustment + Comp Time
Payout 3 - 8/21, 12/21, 3/22, 6/22	\$116,452.32	Vacation
Payout 4 - 8/22, 12/22	\$117,385.14	Balance (Holiday, Personal, Sick)

**Hours as of May 9, 2019 and are subject to change. Hours shall be adjusted at time of payment.*

**Payments listed represent the gross amount and shall be subject to deductions and taxable withholding*

**Payments shall be paid out in order listed herein above: Schedule Adjustment, Sick, Compensatory, Vacation etc.*

Signature agreeing to the payout schedule presented :

Michael McGinn: _____

Kathryn Monzo: _____

Date: _____

Date: _____



**Township of North Brunswick
Office of the Business Administrator
710 Hermann Road
North Brunswick, NJ 08902**

PAYOUT SCHEDULE OF ACCUMULATED TIME

May 21, 2019

Michael McGinn
21 Sugarbush Court
Jackson, NJ 08527

RE: Request to receive scheduled payouts of accumulated time

Lt. McGinn:

I am writing to confirm your request on May 1, 2019 in which you requested to receive payout of your accumulated time with the Township in scheduled increments. While this request is not specifically authorized within the SOA Local 160 collective bargaining agreement, and requires Administrative approval, I have reviewed with the Mayor and fully support your request with the understanding this will not constitute a precedent with the Union and that all requests are evaluated on a case-by-case basis.

Please see Exhibit A, attached hereto, with regards to the financial breakdown of accumulated time, as of May 9, 2019, along with the planned scheduled payout. Please note with each payout, it is incumbent upon you to notify Finance (the Payroll Division) the amount to be applied to a deferred compensation or other benefit plan. In addition, any payouts after your retirement from the Township will be at your last hourly rate as an active employee.

Kathryn Monzo
Business Administrator
Township of North Brunswick

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH
POLICE LIEUTENANT MICHAEL MCGINN AND THE
POLICE SUPERIOR OFFICER'S ASSOCIATION (LOCAL 160)
OF THE NORTH BRUNSWICK DEPARTMENT OF PUBLIC SAFETY**

WHEREAS, the Township Council of the Township of North Brunswick has previously authorized approval of a collective bargaining agreement between the Township of North Brunswick and the Police Superior Officer's Association-Local 160 of the Department of Public Safety; and

WHEREAS, in preparation of his anticipated retirement within the next few years, Police Lieutenant Michael McGinn has petitioned the Township to receive payout of his Compensatory, Scheduled Adjustment and other contractual time with the Township, to be paid over a multi-year period, with scheduled increments as listed in Exhibit A; and

WHEREAS, the Superior Officer's Association has agreed that this payment is unique and will not constitute a precedent that would entitle other officers to expect that same or similar payment and has agreed to reduce this as a term and condition for the payment to occur; and

WHEREAS, the Business Administrator has reviewed the circumstances with the Mayor and is recommending approval of this action.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of June, 2019 that the Township Council of the Township of North Brunswick does hereby authorize the payment of accumulated time as listed in Exhibit A available to Police Lieutenant Michael McGinn, and further authorizes the Mayor and/or Business Administrator to execute an Agreement reflecting the terms and conditions of such payment and other conditions.

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo
Township Clerk

**AN AGREEMENT BETWEEN THE TOWNSHIP OF NORTH BRUNSWICK, THE NORTH
BRUNSWICK POLICEMEN'S SUPERIOR OFFICER'S ASSOCIATION (LOCAL 160), AND
POLICE LIEUTENANT MICHAEL MCGINN**

WHEREAS, Police Lieutenant Michael McGinn, hereinafter "Lt. McGinn" is a police lieutenant in the North Brunswick Department of Public Safety; and

WHEREAS, Lt. McGinn is represented by the Police Superior Officer's Association of North Brunswick, Local 160, hereinafter the "SOA"; and

WHEREAS, Lt. McGinn, in preparation of his anticipated retirement, has petitioned the Township to request to receive payout of his Compensatory, Scheduled Adjustment and other contractual time with the Township, to be paid over a multi-year period, with scheduled increments as listed in Exhibit A; and

WHEREAS, William Bonura, President of the SOA, has been involved in discussions between Lt. McGinn and the Township; and

WHEREAS, after consultation between the Township, the SOA, and Lt. McGinn, the parties have reached agreement on the following terms and conditions:

IT IS HEREBY STIPULATED AND AGREED by and between the North Brunswick Superior Officer's Association Local 160 ("SOA"), the Township of North Brunswick ("Township"), and Lieutenant Michael McGinn ("Lt. McGinn"), as follows:

- A. Lt. McGinn will receive his **Accumulated Schedule Adjustment**, as of May 9, 2019, subject to taxable withholdings; payable in accordance with Exhibit A. Payments made for Accumulated Schedule Adjustment Time shall be at Lt. McGinn's 2018 hourly rate.
- B. After December 31, 2019, Lt. McGinn agrees to use, or forfeit by December 31st of each year any accrued **Accumulated Schedule Adjustment** leave between January 1, 2020 and his retirement. Lt. McGinn shall be required to follow current procedure to request to use his schedule adjustment leave, and his superiors shall make every reasonable effort to accommodate each request.
- C. Lt. McGinn will receive his **Compensatory Time**, subject to taxable withholdings, payable in accordance with Exhibit A. Payments made for Compensatory Time shall be at Lt. McGinn's current hourly rate at time of payment.
- D. With each payout prior to retirement, it is incumbent upon Lt. McGinn to notify Finance (the Payroll Division) the amount (if any) to be applied to a deferred compensation or other benefit plan. Payments will continue after separation and/or in the event of Lt. McGinn's death. In the event of the latter, it shall be incumbent upon the Estate Administrator or Executor to notify the Township's Finance Department, providing necessary documentation and account information to continue the payments.

- E. Lt. McGinn will receive his **Vacation Time**, subject to taxable withholdings; payable in accordance with Exhibit A. Payments made for Vacation Time shall be at Lt. McGinn's current hourly rate at time of payment.
- F. Lt. McGinn will receive payment for other unused accumulated time, in accordance with the union contract (**Holiday, Personal, Sick**) outlined on Exhibit A. Payment calculations shall be made based on Lt. McGinn's current hourly rate at time of payment.
- G. Any payouts issued after his retirement date shall be calculated using Lt. McGinn's last hourly rate as an active employee.
- H. In the year of Lt. McGinn's retirement, if the retirement date falls less than three months prior to the next scheduled payment, at McGinn's request, the next scheduled payment shall be made prior to his retirement date.
- I. The SOA agrees that it will not rely upon this event as a precedent or other standard in law which would create any entitlement by any other member of the SOA for similar payments for any form of Leave, except as provided in the collective bargaining agreement for members who separate their employment with the Township via retirement or other cause.
- J. Except as so agreed to herein, this Agreement represents the entire understanding of the Parties and all other standards of the Collective Bargaining Agreement by and between the Township and the SOA shall remain in effect.

FOR THE TOWNSHIP:


Kathryn Monzo, Business Administrator

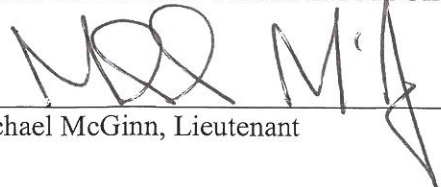
5-31-19
Date

FOR THE SOA:


William Bonura, President

5/30/19
Date

FOR LIEUTENANT MICHAEL MCGINN:


Michael McGinn, Lieutenant

5-30-2019
Date

Exhibit A

Payout Calculation - Michael McGinn

Schedule Adjustment Time

Hourly Rate	\$90.42	2018 Pensionable Rate
Schedule Adjustment Hours (Admin)	2,421.75	Hours as of 5/9/19
Schedule Adjustment Pay	<u>\$218,974.64</u>	

Compensatory Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Comp. Hours	73.00	Hours as of 5/9/19
Comp. Pay	<u>\$6,725.49</u>	

Vacation Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Vacation Hours as of 12/31/11	856.50	Hours as of 5/9/19
Vacation Pay	<u>\$78,909.35</u>	
Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Vacation Hours 1/1/12-Present	407.50	1,264.00 - 856.50 as of 12/31/11= 407.50
Vacation Pay	<u>\$37,542.98</u>	*440 Max - as of 2017 Contract

Holiday Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Holiday Hours (Other)	667.50	Hours as of 5/9/19
Holiday Pay	<u>\$61,496.78</u>	

Personal

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
Personal Hours	40.00	Hours as of 5/9/19
	<u>\$3,685.20</u>	

Sick Time

Hourly Rate	\$92.13	Current Pensionable Rate - subject to change
75% of Hourly Rate	\$69.10	
Sick Hours as of 12/31/11	755.50	Hours as of 5/9/19
Sick Pay > \$15,000.00	<u>\$52,203.16</u>	

Payout Schedule (Four Equal Payments Each) \$459,537.58

Payout 1 - 8/19, 12/19, 3/20, 6/20	\$109,487.32	50% Schedule Adjustment
Payout 2 - 8/20, 12/20, 3/21, 6/21	\$116,212.81	50% Schedule Adjustment + Comp Time
Payout 3 - 8/21, 12/21, 3/22, 6/22	\$116,452.32	Vacation
Payout 4 - 8/22, 12/22	\$117,385.14	Balance (Holiday, Personal, Sick)

*Hours as of May 9, 2019 and are subject to change. Hours shall be adjusted at time of payment.

*Payments listed represent the gross amount and shall be subject to deductions and taxable withholding

*Payments shall be paid out in order listed herein above: Schedule Adjustment, Sick, Compensatory, Vacation etc.

Signature agreeing to the payout schedule presented :

Michael McGinn: 

Date: 5-30-2019

Kathryn Monzo: 

Date: 5-31-19



**Township of North Brunswick
Office of the Business Administrator
710 Hermann Road
North Brunswick, NJ 08902**

PAYOUT SCHEDULE OF ACCUMULATED TIME

May 21, 2019

Michael McGinn
21 Sugarbush Court
Jackson, NJ 08527

RE: Request to receive scheduled payouts of accumulated time

Lt. McGinn:

I am writing to confirm your request on May 1, 2019 in which you requested to receive payout of your accumulated time with the Township in scheduled increments. While this request is not specifically authorized within the SOA Local 160 collective bargaining agreement, and requires Administrative approval, I have reviewed with the Mayor and fully support your request with the understanding this will not constitute a precedent with the Union and that all requests are evaluated on a case-by-case basis.

Please see Exhibit A, attached hereto, with regards to the financial breakdown of accumulated time, as of May 9, 2019, along with the planned scheduled payout. Please note with each payout, it is incumbent upon you to notify Finance (the Payroll Division) the amount to be applied to a deferred compensation or other benefit plan. In addition, any payouts after your retirement from the Township will be at your last hourly rate as an active employee.

Kathryn Monzo
Business Administrator
Township of North Brunswick

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.l.

Authorizing the renewal of Liquor Licenses 2019-2020 in the Township of North Brunswick

Resolution Number: 174-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**RESOLUTION AUTHORIZING THE RENEWAL OF LIQUOR
LICENSES FOR 2019-2020 IN THE TOWNSHIP OF
NORTH BRUNSWICK**

WHEREAS, applications have been submitted for renewal of liquor licenses for the 2019-2020 term; and

WHEREAS, the submitted application forms are complete in all respects; and

WHEREAS, the applicants are qualified to be licensed according to all Statutory, Regulatory and Local Governmental Alcoholic Beverage Control laws and regulation; and

WHEREAS, the applicants have disclosed, and the issuing authority has ascertained and reviewed the source of any additional financing obtained in the previous license term for use in the licensed business; and

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of June, 2020, by the Township Council of the Township of North Brunswick that the attached list of Retail Consumption Licenses, Plenary Retail Distribution Licenses and Club Licenses are hereby approved. The Municipal Clerk is authorized to issue Alcoholic Beverage Licenses therefore upon proper filing and full payment of the license fee provided by ordinance.

Kathryn Monzo
Business Administrator

Ronald H. Gordon, Esq.
Township Attorney
certified as to form

Lisa Russo
Municipal Clerk

I do hereby certify that the foregoing is a true copy of a Resolution passed by the Township Council of the Township of North Brunswick at a meeting duly held on the 3rd day of June, 2019.

Lisa Russo
Municipal Clerk

RECORDED VOTE:

COUNCIL MEMBER	YES	NO
MR. LOPEZ		
MR. ANDREWS		
MR. DAVIS		
MR. CORBIN		
MR. SOCIO		
MS. GUADAGNINO		
MAYOR WOMACK		

**LIST OF NEW LICENSES AND RENEWALS
NORTH BRUNSWICK TOWNSHIP
RENEWALS**

MASTER LIST 2019 - 2020

<u>CORPORATION NAME</u>	<u>TRADE NAME & ADDRESS</u>	
LEISERV, LLC License#1215-33-001- 002	Bowlero Carolier 790 U.S. Highway #1	<u>33</u>
GT North Brunswick, LLC License # 1215-33-004-007	Green turtle Sports bar & Grill 211 Main Street	33
North Brunswick Pub License #1215-33-008-003	North Brunswick Pub 1864 U. S. Highway #1 North	33
Rare Hospitality Int. Inc. License#1215-33-010-005	T/A Longhorn Steakhouse 2251 Rt. 1 South	<u>33</u>
ANTSUL BWW License #1215-33-011-006	Buffalo Wild Wings 2241 Route 1 South	<u>33</u>
Rutgers Wines & Liquors, Inc. License #1215-44-017-005	T/A Rutgers Wines & Liquors, Inc. 576 Milltown Road	44
LaBebe License #1215-33-019-004	LaBebe 2150 Route 130 North	33
Metro Hospitality, L.L.C. License #1215-33-021-005	T/A Arthur's Georges Road	<u>33</u>
Somerset Convenience Inc. License#1215-44-028-002	T/A Krauszers 1004 Livingston Avenue	<u>44</u>
License # 1215-31-030-001	American Legion Post 459 Leigh Pardun A Leigh Pardon Post 1015 Linwood Place	31
Renaissance Spirits, LLC License #1215-44-029-002	t/a Buy Rite Liquors 456-460 Renaissance Blvd. East	44
NB License 2, LLC License 1215-33-009-010	NB License 2, LLC	POCKET LICENSE
Main Street Hotel LLC #1215-36-031-001	Main Street	31
BertuccisRestaurant Corp., Debtor in Possession 1215-33-005-005	Bertucci's Brick Oven Pizza 2313 Route 1 South, Store #114	33

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.m.

Authorizing a Change In Scope to the 2019 PSA with T&M Associates appointed to provide Water/Wastewater Consulting Services to include services related to the Water Meter Replacement Project

Resolution Number: 175-6.19

ATTACHMENTS:

Description

Type

Resolution

Cover Memo

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A CHANGE IN SCOPE TO THE 2019 PROFESSIONAL SERVICE
AGREEMENT WITH T&M ASSOCIATES APPOINTED TO PROVIDE
WATER/WASTEWATER CONSULTING SERVICES TO INCLUDE
SERVICES RELATED TO THE WATER METER REPLACEMENT PROJECT**

WHEREAS, Resolution 12-1.19 approved by the Township Council authorized T&M Associates, with offices at Eleven Tindall Road, Middletown, New Jersey 07748, to provide Water and Wastewater Consulting Services in an amount not-to-exceed \$45,000.00 for calendar year 2019, as awarded under a fair and open contract process, pursuant to the provisions of N.J.S.A. 19:44A-20.1 et seq.; and

WHEREAS, T&M Associates 2019 agreement includes an amount not-to-exceed \$45,000.00 for general services, an amount not-to-exceed \$82,000.00 for services relating to the Meter Replacement Program, and an amount not-to-exceed \$74,600.00 for services relating to the Water Quality and Accountability Act Asset Management Plan, for a total contract authorization amount of \$201,600.00; and

WHEREAS, the Township is the owner of approximately 12,000 water meters that are part of its water distribution system; and

WHEREAS, after extensive review, investigation and research of the current meters and of new meter systems, and having interviewed potential vendors, the Mayor's Water Ad Hoc Committee determined that there was a need to replace the current meters with a proprietary water meter system and software (Neptune Mach 10 R900i Ultrasonic E-Coder & TRU/FLO Compound Meter and R900 system Data Collection Hardware & Software); and

WHEREAS, on June 4, 2018, pursuant to Resolution 157-6.18, the Governing Body authorized the advertisement for the receipt of bids for the purchase and installation water meters; and

WHEREAS, on June 4, 2018, pursuant to Resolution 158-6.18, the Governing Body authorized the Township to file a loan application with the New Jersey Water Bank for funding this project; and

WHEREAS, on March 7, 2019 T&M Associates, engineers for this project, notified the Township that the New Jersey Water Bank approved the application to provide funding for this project; and

WHEREAS, on March 18, 2019, pursuant to Resolution 104-3.19, the Governing Body authorized the advertisement for receipt of bids for the Purchase and Installation of Water Meters Project, BID19004; and

WHEREAS, on May 20, 2019, pursuant to Resolution 157-5.19, the Governing Body authorized an agreement with In-Line Services Inc. for Purchase and Installation of Water Meters, BID19004, in the amount of \$5,426,404.50; and

WHEREAS, T&M Associates has met with Township officials and provided a proposal to assist with developing community education and awareness material on the Meter Replacement Project; and

WHEREAS, compensation for said services shall be based upon their May 31, 2019 proposal, to be paid upon submission of monthly invoices, for a total amount not-to-exceed \$38,700.00.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of June, 2019 that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an amendment to the current agreement with T&M Associates for additional services assist with providing education and awareness to the community on the Meter Replacement Project, based upon their May 31, 2019 proposal, to be paid upon submission of monthly invoices, for a total amount not-to-exceed \$38,700.00, and a revised total contract amount not-to-exceed \$240,300.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer, hereby certify that \$38,700.00 is available for this purpose in the Water Capital Ordinance #18-13 Account C-06-55-C19-181-901 under Contract PRO19041.

Cavel Gallimore
Chief Financial Officer

Kathryn Monzo
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 3, 2019.

Lisa Russo
Township Clerk



YOUR GOALS. OUR MISSION.

NBRU-00063

May 31, 2019

Kathryn Monzo, Township Administrator
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

**Re: Water Meter Replacement Project
Additional assistance and public outreach**

Dear Ms. Monzo:

Enclosed is a proposal for additional assistance and public outreach associated with the water meter replacement project. The installation of all 12,000 existing customer meters is critical to data conversion, billing operations and overall customer service improvements intended within the Township water operations. We understand the Township has a goal of completing a significant amount of the project by January 2020. One of the key elements to the success of this project is appropriate public outreach and communication about how the installation process will roll out and the benefits of the meter replacement conversion so customers understand the importance of scheduling the meter changeout process.


As part of this additional scope change, we propose to work with the Township's contractor for the water meter project and help guide public notices and communication. The additional scope will also include a 5-month marketing and public relations process to help bring more awareness to the benefits of smart water meters, prepare print ads and direct home mailers, as well as a public service announcement. This program will leverage social media as a platform to inform and engage actions by customers with a goal to reach each resident a minimum of six times over the duration of the project. The marketing campaign will utilize English and Spanish media outlets well as News12 and NJTV.

Throughout the process we will work with Township staff and provide monthly updates on progress. We will conduct meetings and conference calls with the Township meter contractor to ensure the targeting messaging is appropriate and performing as intended.

T&M is prepared to begin the above upon authorization for a not-to-exceed fee of \$38,7000 billed monthly in accordance with our approved rate schedule. If you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

T&M ASSOCIATES


CHRISTINE A. BALLARD, P.E.
CONSULTING ENGINEER

CAB:lk

cc: Justine Progebin

G:\Projects\NBRU\00063\Correspondence\Monzo_CAB_Meter project public outreach proposal.docx

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 6.n.

Bill List

Resolution Number: 176-6.19

ATTACHMENTS:

Description

Bill List 1 of 2

Bill List 2 of 2

Type

Cover Memo

Cover Memo

CHECK REGISTER PROCESS: June 3rd, 2019

FUND	DETAIL	CHECK NUMBERS	AMOUNT
1 CURRENT FUND	BILL LIST	64618	\$641.68
2 CURRENT FUND	BILL LIST	64619-64711	\$798,307.29
3 CURRENT FUND	BILL LIST	64712-64717	\$25,804.07
1 CURRENT FUND	VOID		\$0.00
17 PAYROLL	BILL LIST	106236-106238	\$187,830.41
17 PAYROLL	VOID		\$0.00
TOTAL			\$1,012,583.45

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NORTH BRUNSWICK TOWNSHIP
Check Register By Check Id

Page No: 1

CURRENT

Range of Checking Accts: 01101001001 to 01101001001 Range of Check Ids: 64618 to 64618
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
64618	05/24/19	PRUDENTI Prudential Retirement					9083
PR-07542	14	employer match May 2019	641.68	9-01-36-470-000-477 DCRP - Other Expenses	Budget		1 1

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	641.68	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	641.68	0.00

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NORTH BRUNSWICK TOWNSHIP
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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND BUDGET	9-01	641.68	0.00	0.00	641.68
Total Of All Funds:		641.68	0.00	0.00	641.68

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NORTH BRUNSWICK TOWNSHIP
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CURRENT 2

Range of Checking Accts: 01101001001 to 01101001001 Range of Check Ids: 64619 to 64711
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Item	Description	Contract	Ref Seq Acct
Amount Paid	Charge Account	Account Type		
64619	05/28/19	AC MOORE AC Moore		9086
19-00801	45	SUPPLIES - SPECIAL EVENTS		30 1
			6.25	9-01-28-369-000-203
				DPRCS Public Events
19-00801	46	SUPPLIES - SPECIAL EVENTS		31 1
			31.81	9-01-28-369-000-203
				DPRCS Public Events
19-00801	47	SUPPLIES - SPECIAL EVENTS		32 1
			30.14	9-01-28-369-000-203
				DPRCS Public Events
19-00801	48	SUPPLIES - SPECIAL EVENTS		33 1
			4.17	9-01-28-369-000-203
				DPRCS Public Events
			72.37	
64620	05/28/19	AMERIC American Carnival Mart		9086
19-03373	1	Item # TUS43		142 1
			12.60	D-39-56-852-000-001
				Memorial Day Parade
19-03373	2	Freight		143 1
			8.95	D-39-56-852-000-001
				Memorial Day Parade
19-03373	3	Misc-Handling		144 1
			5.00	D-39-56-852-000-001
				Memorial Day Parade
			26.55	
64621	05/28/19	AMERWATR AMERICAN WATER-NORTH BRUNSWICK		9086
19-00753	10	4/19 Bill No. AWEC-000137		26 1
			214,441.13	9-05-55-502-000-137
				Contract Work - American Water
64622	05/28/19	ANCH0005 Anchor Pest Control		9086
19-03361	1	Pest Service - Police Dept		138 1
			700.00	9-01-26-310-000-183
				BLDG & GROUNDS Maintenance
64623	05/28/19	APRUZZ LAW OFFICES OF APRUZZESE		9086
19-00762	9	SPECIAL LABOR COUNSEL SERVICES		27 1
			1,200.00	9-01-20-155-000-984
				LEGAL - Special
64624	05/28/19	ARROWTER Arrow Environmental Services		9086
19-00612	34	PLATINUM QUARTERLY P/C		25 1
			65.00	9-01-26-310-000-183
				BLDG & GROUNDS Maintenance
64625	05/28/19	AUTOZONE AUTO ZONE INC		9086
19-02948	2	VEHICLE REPAIRS		79 1
			19.98	9-01-28-375-000-231
				PARKS Vehicle Repair
19-02948	3	VEHICLE REPAIRS		80 1
			41.99	9-01-28-375-000-231
				PARKS Vehicle Repair
			61.97	
64626	05/28/19	AWR AWR Supplies, LLC		9086
19-03370	1	SUPPLIES - SENIOR CENTER		140 1
			550.25	9-01-28-372-000-193
				SR SERVICES - Paper
19-03370	2	SUPPLIES - SENIOR CENTER		141 1
			103.90	9-01-28-372-000-193
				SR SERVICES - Paper
			654.15	

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NORTH BRUNSWICK TOWNSHIP
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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
64627	05/28/19	BALDI055 Brandon Baldini					9086
19-03052	3	May 9,16,23,27,30, 2019	355.00	G-02-19-370-803-991 DEDR Get Up And Move	Budget		99 1
64628	05/28/19	C3TECH05 C3 TECHNOLOGIES LLC					9086
19-03365	1	Edly's Lane PS repair 95834	3,277.78	9-01-26-310-000-151 BLDG & GROUNDS Equip. Repair	Budget	BID19002	139 1
64629	05/28/19	CDW CDW-GOVERNMENT, INC.					9086
19-03341	1	TONER/GIS UPGRADE PARTS	2,579.79	9-01-20-140-000-488 IT - Computer Supplies/Parts	Budget		134 1
64630	05/28/19	CHART050 CHARTWELLS FOOD SERVICES, INC.					9086
19-02076	8	Food Supplies for Kitchen	495.00	9-01-28-372-000-153 SR SERVICES Food Supplies	Budget		43 1
19-02076	9	Food Supplies for Kitchen	18.00	9-01-28-372-000-153 SR SERVICES Food Supplies	Budget		44 1
			513.00				
64631	05/28/19	CIRCL065 CIRCLE LUBRICANTS INC					9086
19-03187	1	5W20 MOTOR OIL	1,028.00	9-01-26-315-000-158 MVM Hardware Supplies	Budget		103 1
19-03187	2	AW 32 HYDRAULIC OIL	549.00	9-01-26-315-000-158 MVM Hardware Supplies	Budget		104 1
19-03187	3	ANTI-FREEZE COOLANT	1,318.11	9-01-26-315-000-158 MVM Hardware Supplies	Budget		105 1
			2,895.11				
64632	05/28/19	CMEAS020 CME ASSOCIATES					9086
19-03412	1	0241341 : 4TH STREET DRAINAGE	4,602.50	9-01-21-165-000-200 ENGINEERING Professional Servi	Budget	PRO19009	198 1
19-03412	2	0239464 : 4TH STREET DRAINAGE	1,376.00	9-01-21-165-000-200 ENGINEERING Professional Servi	Budget	PRO19009	199 1
			5,978.50				
64633	05/28/19	COOPE050 COOPER PEST CONTROL					9086
19-00129	29	PEST CONTROL	39.32	9-01-28-375-000-137 PARKS Contract Work	Budget		6 1
19-00129	30	PEST CONTROL	196.61	9-01-28-375-000-137 PARKS Contract Work	Budget		7 1
			235.93				
64634	05/28/19	CROPP055 NUTRIEN AG SOLUTIONS, INC.					9086
19-02982	4	PARKS CHEMICALS	640.00	9-01-28-375-000-155 Parks Chemicals	Budget		90 1
64635	05/28/19	DEESF050 DEE'S FLORIST & GIFT					9086
19-03402	1	MEMORIAL DAY RUN - CEREMONY 19	487.00	D-39-56-852-000-001 Memorial Day Parade	Budget		189 1
64636	05/28/19	ESTEE005 Esteem Entertainment					9086
19-03399	1	DEPOSIT	500.00	G-02-19-369-002-999 Middlesex County Heritage Day	Budget		187 1

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NORTH BRUNSWICK TOWNSHIP
Check Register By Check Id

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
64637	05/28/19	ESTEE005 Esteem Entertainment					9086
19-03400	1	DEPOSIT	500.00	G-02-19-369-002-999 Middlesex County Heritage Day	Budget	188	1
64638	05/28/19	FARINHAS Nicole Farinhas					9086
19-03051	2	May 7,14,21,27,28, 2019	355.00	G-02-19-370-803-991 DEDR Get Up And Move	Budget	98	1
64639	05/28/19	GALLIM01 Cavel Gallimore					9086
19-03382	1	Laptop Backpack	21.31	9-01-20-130-000-488 FINANCE - Computer Supplies	Budget	154	1
64640	05/28/19	GARDENTR Garden State Truck & Auto					9086
19-02320	9	WHEEL ALIGNMENT/TWP VEHICLE(S)	89.95	9-01-26-315-000-231 MVM General Vehicle Repair	Budget	46	1
19-02320	10	WHEEL ALIGNMENT/TWP VEHICLE(S)	89.95	9-01-26-315-000-231 MVM General Vehicle Repair	Budget	47	1
19-02320	11	WHEEL ALIGNMENT/TWP VEHICLE(S)	152.00	9-01-26-315-000-231 MVM General Vehicle Repair	Budget	48	1
			331.90				
64641	05/28/19	GBJAN005 G&B JANITORIAL SUPPLY INC.					9086
19-02071	3	OPEN ORDER JANITORIAL SUPPLIES	1,773.38	9-01-26-310-000-208 BLDG & GROUNDS Restroom Suppl	Budget	42	1
64642	05/28/19	GOLDE055 GOLDEN TITLE AGENCY LLC					9086
19-00387	1	refund 2nd qtr 2018	4,682.75	9-01-55-004-000-003 Tax Refunds - Current Yr OP's	Budget	22	1
64643	05/28/19	GREEN060 Intergrated Turf Management In					9086
19-00141	4	CONTRACT WORK	10,013.00	9-01-28-375-000-137 PARKS Contract Work	Budget	8	1
64644	05/28/19	GTBM GTBM, INC					9086
19-00362	12	Radio Support June 2019 19969	2,752.26	9-01-31-430-000-470 Radio Repair	Budget	20	1
19-02567	1	Radio install in T-3 Fire Co#3	575.21	9-01-25-255-000-234 FIRE Co #3 Equipment & Vehicle	Budget	65	1
			3,327.47				
64645	05/28/19	HARTM050 HARTMAN, DARIA					9086
19-00098	11	OPEN ACCOUNT THUR JUNE 2019	550.00	D-39-56-850-000-004 Recreation - Adult Programs	Budget	4	1
19-00098	12	OPEN ACCOUNT THUR JUNE 2019	440.00	D-39-56-850-000-004 Recreation - Adult Programs	Budget	5	1
			990.00				
64646	05/28/19	HOMED066 HOME DEPOT CREDIT SERVICES					9086
19-03423	1	DPW/NEW EQUIPMENT/LAWN MOWER	424.00	9-07-55-502-000-186 New Equipment	Budget	201	1
19-03423	2	TOOLS & SUPPLIES	5.22	9-07-55-502-000-223 Tools & Supplies	Budget	202	1

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64646	HOME DEPOT	CREDIT SERVICES Continued		
19-03423	3	STORMWATER/DRAINAGE MATERIALS		
		38.25	9-01-26-510-000-143	Budget
			STORMWATER DIV Drainage Mat'l	
		467.47		203 1
64647	05/28/19	HOMEN016 HOME NEWS TRIBUNE		9086
19-03387	1	Ad# 0003557288 5/13/2019	18.48	9-01-31-430-000-499
			Advertising	Budget
19-03387	2	Ad# 0003551024 5/9/2019	16.72	9-01-31-430-000-499
			Advertising	Budget
19-03387	3	Ad# 0003551008 5/9/2019	16.72	9-01-31-430-000-499
			Advertising	Budget
19-03387	4	Ad# 0003551002 5/9/2019	17.60	9-01-31-430-000-499
			Advertising	Budget
19-03387	5	Ad# 0003550977 5/9/2019	17.60	9-01-31-430-000-499
			Advertising	Budget
19-03387	6	Ad# 0003550964 5/9/2019	21.12	9-01-31-430-000-499
			Advertising	Budget
19-03387	7	Ad# 0003550955 5/9/2019	21.12	9-01-31-430-000-499
			Advertising	Budget
19-03387	8	Ad# 0003550942 5/9/2019	19.36	9-01-31-430-000-499
			Advertising	Budget
19-03387	9	Ad# 0003551937 5/9/2019	82.52	9-01-31-430-000-499
			Advertising	Budget
		231.24		166 1
64648	05/28/19	IMAGE050 IMAGE SYSTEMS FOR BUSINESS, INC		9086
19-03411	1	248219 : TONER ORDER	141.00	9-01-31-430-000-488
			Paper & Copier Supplies	Budget
				197 1
64649	05/28/19	ITNET050 IT NETWORK SOLUTIONS, LLC.		9086
19-00510	11	5/19 CLOUD BASED ANTIVIRUS	981.75	9-01-20-140-000-135
			IT - Network Serv/Support	Budget
19-01165	19	5/19 10681 MANAGED SVS POLICE	4,460.00	9-01-20-140-000-135
			IT - Network Serv/Support	Budget
19-01165	20	5/19 10680 MANAGED SVS ADMIN	4,930.00	9-01-20-140-000-135
			IT - Network Serv/Support	Budget
		10,371.75		BID16004 24 1
64650	05/28/19	JOHNN050 JOHNNY ON THE SPOT		9086
19-00309	67	PORT A JOHN SERVICES	55.00	9-01-28-375-000-137
			PARKS Contract Work	Budget
19-00309	68	PORT A JOHN SERVICES	110.00	9-01-28-375-000-137
			PARKS Contract Work	Budget
19-00309	69	PORT A JOHN SERVICES	110.00	9-01-28-375-000-137
			PARKS Contract Work	Budget
19-00309	70	PORT A JOHN SERVICES	55.00	9-01-28-375-000-137
			PARKS Contract Work	Budget
19-00309	71	PORT A JOHN SERVICES	330.00	9-01-28-375-000-137
			PARKS Contract Work	Budget
19-00309	72	PORT A JOHN SERVICES	110.00	9-01-28-375-000-137
			PARKS Contract Work	Budget

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64650	JOHNNY ON THE SPOT	Continued						
19-00309	73	PORT A JOHN SERVICES	220.00	9-01-28-375-000-137	Budget		19	1
				PARKS Contract Work				
			990.00					
64651	05/28/19	KMBRE005 K&M Bretco Home Improvements					9086	
19-02861	2	Ind. Housing Rehab 228 Stevens	3,119.63	D-33-56-810-018-008	Budget		74	1
				Individual Housing Rehabilitation				
19-02861	3	Ind. Housing Rehab 228 Stevens	2,914.00	D-33-56-810-019-008	Budget		75	1
				Individual Housing Rehabilitation				
			6,033.63					
64652	05/28/19	LAKW050 LAKEWOOD BLUECLAWS					9086	
19-03388	1	July 10, 2019	500.00	D-39-56-850-000-006	Budget		167	1
				Recreation - Camp				
19-03388	2	Lunch Voucher	400.00	D-39-56-850-000-006	Budget		168	1
				Recreation - Camp				
			900.00					
64653	05/28/19	LANGU050 LANGUAGE LINE SERVICES					9086	
19-02492	2	INTERPRETATION - APRIL 2019	150.92	9-01-25-240-999-144	Budget		55	1
				POLICE Dues & Subscription				
64654	05/28/19	LASER050 LASER TECHNOLOGY INC.					9086	
19-03390	1	ASSY. BATTI DOOR	14.50	G-02-17-240-702-000	Budget		169	1
				Drunk Driving Enforcement Fund				
19-03390	2	STRAP, NECK, CRITERION RD 1000	7.50	G-02-17-240-702-000	Budget		170	1
				Drunk Driving Enforcement Fund				
19-03390	3	SCREWS, TWIST-UP RING	0.00	G-02-17-240-702-000	Budget		171	1
				Drunk Driving Enforcement Fund				
19-03390	4	CASE, SOFT BLACK RANGE FINDER	58.00	G-02-17-240-702-000	Budget		172	1
				Drunk Driving Enforcement Fund				
19-03390	5	FRIEGHT	10.00	G-02-17-240-702-000	Budget		173	1
				Drunk Driving Enforcement Fund				
19-03390	6	RECERTIFICATION	125.00	G-02-17-240-702-000	Budget		174	1
				Drunk Driving Enforcement Fund				
			215.00					
64655	05/28/19	LASER055 LASERRED EFFECTS LLC					9086	
19-03374	1	Medals w/Ribbons & Maylars	372.00	D-39-56-852-000-001	Budget		145	1
				Memorial Day Parade				
19-03374	2	IMP Blue Acrylics	280.00	D-39-56-852-000-001	Budget		146	1
				Memorial Day Parade				
19-03374	3	Characters Engraved	26.80	D-39-56-852-000-001	Budget		147	1
				Memorial Day Parade				
19-03374	4	Mylar Set Up	45.00	D-39-56-852-000-001	Budget		148	1
				Memorial Day Parade				
			723.80					
64656	05/28/19	LIBER050 LIBERTY SCIENCE CENTER					9086	
19-03392	1	July 19, 2019	1,540.00	D-39-56-850-000-006	Budget		177	1
				Recreation - Camp				

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64656	LIBERTY	SCIENCE CENTER Continued		
19-03392	2	Staff General Admission		
		225.00	D-39-56-850-000-006	178 1
			Recreation - Camp	
		1,765.00		
64657	05/28/19	LIVIN066 Desiree Nursery LLC		9086
19-00187	4	LANDSCAPE EQUIPMENT		9 1
		348.50	9-01-26-290-000-183	
			Budget	
			STREETS & ROAD Off Equip Maint	
64658	05/28/19	LOEFF050 LOEFFEL'S WASTE OIL		9086
19-03349	1	RECYCLING OF WASTE OIL		136 1
		66.00	9-01-26-305-307-142	
			Budget	
			RECYCLING Disposal Fees	
64659	05/28/19	LORRAINE Lorraine's Jr. Dept Store		9086
19-03418	1	Reference Invoice 1552		200 1
		1,596.40	9-01-25-265-000-168	
			Budget	
			UNIFORM FIRE Investigative S	
64660	05/28/19	LUCAS01 Lucas Brothers, Inc.		9086
19-00365	12	PAY EST NO 7 4/13/19 - 5/10/19		21 1
		389,136.32	C-04-55-C18-170-201	
			Budget	
			Improvements to Various Streets	
64661	05/28/19	MALOU040 MALOUF BUICK GMC		9086
19-02193	5	REPLACEMENT PARTS		45 1
		291.14	9-01-26-315-000-230	
			Budget	
			MMV Vehicle Parts	
64662	05/28/19	MALOUFCH Malouf Chevrolet		9086
19-02440	10	REPLACEMENT PARTS		53 1
		325.65	9-01-26-315-000-230	
			Budget	
			MMV Vehicle Parts	
19-02440	11	REPLACEMENT PARTS		54 1
		16.54	9-01-26-315-000-230	
			Budget	
			MMV Vehicle Parts	
		342.19		
64663	05/28/19	MASUN050 Medco Sports Medicine &		9086
19-03282	1	Item # 596492		118 1
		126.30	9-01-28-369-000-212	
			Budget	
			DPRCS Programs	
19-03282	2	Shipping		119 1
		30.00	9-01-28-369-000-212	
			Budget	
			DPRCS Programs	
		156.30		
64664	05/28/19	MCIAS050 M.C.I.A		9086
19-02563	5	Leaves Disposal 4/2019 5840		63 1
		40.76	9-01-26-305-307-139	
			Budget	
			RECYCLING County Contract	
19-02563	6	Brush Disposal 4/2019 5840		64 1
		359.93	9-01-26-305-307-139	
			Budget	
			RECYCLING County Contract	
		400.69		
64665	05/28/19	MIDD0050 MIDDLESEX CTY HIGHWAY DEPT		9086
19-03278	1	Line Striping in Renaissance		117 1
		4,324.00	9-01-26-290-000-137	
			Budget	
			STREETS & ROAD Line Striping	
64666	05/28/19	MIDDL004 MIDDLESEX WELDING SALES CO INC		9086
19-00192	11	PROPANE REFILLS AND EQUIPMENT		10 1
		19.69	9-01-26-290-000-195	
			Budget	
			STREETS & ROAD Paving Material	

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64666	MIDDLESEX WELDING SALES CO INC Continued							
19-02974	3	EQUIPMENT RENTAL	150.75	9-01-28-375-000-150	Budget		81	1
			<u>170.44</u>	PARKS Equipment Rental				
64667	05/28/19	MIDDLESEX COUNTY SHERIFF'S					9086	
19-03309	1	JOEL SANTANA TRAINING REIMB.	13,095.42	9-01-25-240-999-145	Budget		124	1
				POLICE Training				
19-03309	2	J.DOMINGUEZ TRAINING REIMB.	13,424.96	9-01-25-240-999-145	Budget		125	1
			<u>26,520.38</u>	POLICE Training				
64668	05/28/19	MIKE Mike PolICASTRO					9086	
19-03377	3	1/2019 COURT SESSIONS	2,000.00	D-33-56-850-006-002	Budget	PRO19005	149	1
				Court - Public Defender				
19-03377	4	2/2019 COURT SESSIONS	2,800.00	D-33-56-850-006-002	Budget	PRO19005	150	1
				Court - Public Defender				
19-03377	5	3/2019 COURT SESSIONS	2,000.00	D-33-56-850-006-002	Budget	PRO19005	151	1
				Court - Public Defender				
19-03378	1	11/2018 COURT SESSIONS	2,000.00	D-33-56-850-006-002	Budget	PRO18005	152	1
				Court - Public Defender				
19-03378	2	12/2018 COURT SESSIONS	2,000.00	D-33-56-850-006-002	Budget	PRO18005	153	1
			<u>10,800.00</u>	Court - Public Defender				
64669	05/28/19	MILLTOWN Milltown Bagels					9086	
19-02378	23	Catering for senior lunches	245.00	G-02-19-372-001-000	Budget		49	1
				Congregate Meals				
19-02378	24	Catering for senior lunches	149.50	G-02-19-372-001-000	Budget		50	1
				Congregate Meals				
19-02378	25	Catering for senior lunches	149.59	G-02-19-372-001-000	Budget		51	1
				Congregate Meals				
19-02378	26	Catering for senior lunches	32.50	G-02-19-372-001-000	Budget		52	1
			<u>576.59</u>	Congregate Meals				
64670	05/28/19	NASTU066 NASTUS BROS., INC.					9086	
19-02976	2	BUILDING REPAIRS	1,277.50	9-01-28-375-000-131	Budget		82	1
				PARKS Building Repairs				
19-02976	3	BUILDING REPAIRS	1,242.20	9-01-28-375-000-131	Budget		83	1
				PARKS Building Repairs				
19-02976	4	BUILDING REPAIRS	536.00	9-01-28-375-000-131	Budget		84	1
				PARKS Building Repairs				
19-02976	5	BUILDING REPAIRS	641.28	9-01-28-375-000-131	Budget		85	1
				PARKS Building Repairs				
19-02976	6	BUILDING REPAIRS	435.00	9-01-28-375-000-131	Budget		86	1
				PARKS Building Repairs				
19-02976	7	BUILDING REPAIRS	326.25	9-01-28-375-000-131	Budget		87	1
			<u>4,458.23</u>	PARKS Building Repairs				

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64671	05/28/19	NATIO045 NATIONAL FUEL OIL INC.					9086
19-03239	1	4000 Gallons Diesel 30837	8,565.60	9-01-31-430-000-460 Gasoline/Diesel	Budget		108 1
64672	05/28/19	NATIONWA National Water Main Cleaning					9086
19-02785	1	Manhole Reconstruction	3,255.00	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	66 1
19-02785	2	Manhole Benches	800.00	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	67 1
19-02785	3	Manhole Channels	200.00	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	68 1
19-02785	4	Manhole Epoxy Coating	3,570.00	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	69 1
19-02785	5	North Brunswick POLICE	1,134.40	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	70 1
19-02785	6	NJDOT Shoulder Closure	2,560.00	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	71 1
19-02785	7	Rebuild bench and channels	1,600.00	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	72 1
19-02785	8	North Brunswick POLICE	567.20	9-07-55-502-000-183 Maintenance & Repairs	Budget	BID18011	73 1
			13,686.60				
64673	05/28/19	NJLBH005 NJLBHA					9086
19-02554	1	Full Board Regular Membership	95.00	9-01-28-330-000-203 HEALTH Public Events	Budget		62 1
64674	05/28/19	NJSACOP NJ State Assn of Chief of					9086
19-03336	1	2019 Accreditation Program fee	1,667.00	9-01-25-240-999-144 POLICE Dues & Subscription	Budget		131 1
64675	05/28/19	NOBRU066 NO BRUNSWICK BOE - LEAL					9086
19-00301	23	FOOD AND SNACKS - DPRCS	125.00	9-01-28-369-000-153 DPRCS Food Supplies	Budget		12 1
19-00844	31	PROJECT LEAL SNACKS	108.00	D-39-56-851-000-007 DPRCS - LEAL	Budget		34 1
19-00844	32	PROJECT LEAL SNACKS/BEVERAGES	292.40	D-39-56-851-000-007 DPRCS - LEAL	Budget		35 1
			525.40				
64676	05/28/19	NORTH016 NO BRUNSWICK CONSTRUCTION					9086
19-02980	5	LANDSCAPE SUPPLIES	220.00	9-01-28-375-000-179 PARKS Landscaping	Budget		88 1
19-02980	6	LANDSCAPE SUPPLIES	3,004.30	9-01-28-375-000-179 PARKS Landscaping	Budget		89 1
			3,224.30				
64677	05/28/19	OFFIC050 OFFICE BUSINESS SYSTEMS					9086
19-03410	1	CLERK/BOARD RECORDING SYSTEM	1,548.00	9-01-20-140-000-182 IT - Equipment Maintenance	Budget		196 1

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64678	05/28/19	ONSITE ON SITE LANDSCAPE MANAGEMENT					9086
19-03063	2	5/2019 Landscape Services	9,353.70	9-01-26-290-000-178	Budget	BID17014	101 1
				STREETS & ROAD Tree Maintenance			
64679	05/28/19	PAPAJ005 PAPA JOHN'S PIZZA					9086
19-03403	1	PIZZA AND SODA SERVED AT	51.99	9-01-28-369-000-212	Budget		190 1
				DPRCS Programs			
64680	05/28/19	PARTS010 Parts Authority LLC					9086
19-03266	2	REPLACEMENT PARTS/TWP VEHICLES	247.04	9-01-26-315-000-230	Budget		109 1
				MMV Vehicle Parts			
19-03266	3	REPLACEMENT PARTS/TWP VEHICLES	329.76	9-01-26-315-000-230	Budget		110 1
				MMV Vehicle Parts			
19-03266	4	REPLACEMENT PARTS/TWP VEHICLES	967.39	9-01-26-315-000-230	Budget		111 1
				MMV Vehicle Parts			
19-03266	5	REPLACEMENT PARTS/TWP VEHICLES	88.00	9-01-26-315-000-230	Budget		112 1
				MMV Vehicle Parts			
19-03266	6	REPLACEMENT PARTS/TWP VEHICLES	69.69	9-01-26-315-000-230	Budget		113 1
				MMV Vehicle Parts			
19-03266	7	REPLACEMENT PARTS/TWP VEHICLES	190.75	9-01-26-315-000-230	Budget		114 1
				MMV Vehicle Parts			
19-03266	8	REPLACEMENT PARTS/TWP VEHICLES	338.68	9-01-26-315-000-230	Budget		115 1
				MMV Vehicle Parts			
			2,231.31				
64681	05/28/19	PHSPR005 PH&S Products LLC					9086
19-03386	1	LG NITRILE EXAM GLOVES	255.00	9-01-25-240-999-186	Budget		155 1
				POLICE Equipment			
19-03386	2	XLG NITRILE EXAM GLOVES	255.00	9-01-25-240-999-186	Budget		156 1
				POLICE Equipment			
19-03386	3	XXLG NITRILE EXAM GLOVES	170.00	9-01-25-240-999-186	Budget		157 1
				POLICE Equipment			
			680.00				
64682	05/28/19	POW Power Place Inc.					9086
19-02983	2	EQUIPMENT REPAIRS	190.44	9-01-28-375-000-151	Budget		91 1
				PARKS Equipment Repair			
64683	05/28/19	POWELL Robert Powell					9086
19-03348	1	REIMBURSEMENT	186.00	9-01-25-240-999-157	Budget		135 1
				POLICE Guns & Ammunition			
64684	05/28/19	REDIC005 Redicare LLC					9086
19-02925	4	FIRST AID SUPPLIES	69.75	9-01-26-310-000-188	Budget		77 1
				BLDG & GROUNDS Office Supplies			
19-02925	5	FIRST AID SUPPLIES	94.50	9-01-26-310-000-188	Budget		78 1
				BLDG & GROUNDS Office Supplies			
			164.25				
64685	05/28/19	REESECOB La Tangelia D. Reese - Cobb					9086
19-03050	2	May 7,14,21,27,28, 2019	355.00	G-02-19-370-803-991	Budget		97 1
				DEDR Get Up And Move			

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64686	05/28/19	RHOD050 Rhode Island		9086
19-03391	1	Item # FLUSHPIN QUANTITY 5		175 1
		46.25 D-39-56-852-000-001	Budget	
		Memorial Day Parade		
19-03391	2	SHIPPING		176 1
		10.00 D-39-56-852-000-001	Budget	
		Memorial Day Parade		
		56.25		
64687	05/28/19	RUSSELL Russell Reid Inc.		9086
19-03027	2	OPEN ORDER WET WELL CLEANING		95 1
		7,686.25 9-05-55-502-000-183	Budget	
		Maintenance & Repairs		
64688	05/28/19	SAKER SAKER SHOPRITES, INC.		9086
19-00873	16	OPEN ACCOUNT THUR JUNE 2019		36 1
		30.23 9-01-28-369-000-153	Budget	
		DPRCS Food Supplies		
19-00873	17	OPEN ACCOUNT THUR JUNE 2019		37 1
		21.58 9-01-28-369-000-153	Budget	
		DPRCS Food Supplies		
19-01237	11	OPEN ACCOUNT THRU JUNE 2019		41 1
		22.94 D-39-56-851-000-007	Budget	
		DPRCS - LEAL		
19-02995	5	Get Up & Move Program Snacks		94 1
		22.72 G-02-19-370-803-991	Budget	
		DEDR Get Up And Move		
		97.47		
64689	05/28/19	SAKW0005 Sak World Paintball LLC		9086
19-03397	1	Clear Trainin Paitball		185 1
		310.00 D-39-56-850-000-007	Budget	
		Recreation- Wrestling		
19-03397	2	Freight		186 1
		86.82 D-39-56-850-000-007	Budget	
		Recreation- Wrestling		
		396.82		
64690	05/28/19	SAMSC050 SAM'S CLUB		9086
19-00096	41	DPRCS FOOD SUPPLIES		1 1
		143.22 9-01-28-369-000-153	Budget	
		DPRCS Food Supplies		
19-00096	42	DPRCS FOOD SUPPLIES		2 1
		82.86 9-01-28-369-000-153	Budget	
		DPRCS Food Supplies		
19-00096	43	DPRCS HARDWARE SUPPLIES		3 1
		89.98 9-01-28-369-000-158	Budget	
		DPRCS Hardware Supplies		
19-00782	45	Project LEAL Supplies		28 1
		229.60 D-39-56-851-000-007	Budget	
		DPRCS - LEAL		
19-00782	46	Project LEAL Supplies		29 1
		43.64 D-39-56-851-000-007	Budget	
		DPRCS - LEAL		
		589.30		
64691	05/28/19	SHAMY050 SHAMY, SHIPERS & LONSKI, P.C.		9086
19-02502	4	Municipal Prosecutor 4/2019		57 1
		3,850.00 9-01-20-155-000-982	Budget	PRO19004
		LEGAL - Prosecutor		
19-03140	2	40038 4/2019 SERVICES - PSE&G		102 1
		376.50 9-01-20-150-000-181	Budget	PRO19027
		TAX ASSESSOR Legal Services		
		4,226.50		
64692	05/28/19	SITE Site One Landscape Supply		9086
19-02985	2	FIELD SUPPLIES		92 1
		531.08 9-01-28-375-000-152	Budget	
		PARKS Field Supplies		

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
64693	05/28/19	SMITH033 Greg Smith, ESQ. LLC					9086
19-03340	2	Public Defender 4/2019	800.00	D-33-56-850-006-002 Court - Public Defender	Budget	PRO19039	133 1
64694	05/28/19	SOLARES Jeanette Rodriguez Solares					9086
19-01019	8	Zumba gold instructor	30.00	9-01-28-372-000-203 SR SERVICES Public Events	Budget		38 1
64695	05/28/19	SOUTH065 SOUTH BRUNSWICK CARWASH					9086
19-02493	2	POLICE CAR WASHES - APR 2019	511.00	9-01-25-240-999-231 POLICE Car Wash	Budget		56 1
64696	05/28/19	SPOTLESS Spotless Hand Car Wash &					9086
19-03408	1	CLEAN & DECONTAMINATE DODGE	100.00	9-01-25-240-999-231 POLICE Car Wash	Budget		193 1
19-03408	2	FULL DETAIL - WHITE FORD	175.00	9-01-25-240-999-231 POLICE Car Wash	Budget		194 1
19-03408	3	FULL DETAIL - FORD	175.00	9-01-25-240-999-231 POLICE Car Wash	Budget		195 1
			450.00				
64697	05/28/19	STAND060 STANDARD INSURANCE COMPANY					9086
19-00411	11	5/2019 Policy 00 134244 0001	3,442.40	9-01-23-220-000-182 HEALTH INS - Life Insurance	Budget	PRO18040	23 1
64698	05/28/19	STANTEC Stantec					9086
19-02505	3	Overpayment from February 2019	1,218.00	9-07-55-502-000-200 Professional Services	Budget	PRO19019	58 1
19-02505	4	Wastewater Services 2/2019	571.00	9-07-55-502-000-200 Professional Services	Budget	PRO19019	59 1
19-02505	5	Wastewater Services 3/2019	342.00	9-07-55-502-000-200 Professional Services	Budget	PRO19019	60 1
19-02505	6	Wastewater Services 4/2019	495.00	9-07-55-502-000-200 Professional Services	Budget	PRO19019	61 1
			190.00				
64699	05/28/19	STORR050 STORR TRACTOR COMPANY					9086
19-02987	5	EQUIPMENT REPAIRS	1,141.64	9-01-28-375-000-151 PARKS Equipment Repair	Budget		93 1
64700	05/28/19	STROM005 Richard Stromberg					9086
19-03276	1	MEMORIAL DAY 2019	125.00	D-39-56-852-000-001 Memorial Day Parade	Budget		116 1
64701	05/28/19	THOMWEST Thomson Reuters					9086
19-03038	1	CLEAR INVESTIGATIVE SOFTWARE	335.95	9-01-25-240-999-183 POLICE Maintenance	Budget		96 1
64702	05/28/19	TRACEY05 James Tracey					9086
19-03053	3	May 9,16,23,27,30, 2019	355.00	G-02-19-370-803-991 DEDR Get Up And Move	Budget		100 1

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
64703	05/28/19	TRAPR050 TRAP ROCK INDUSTRIES LLC					9086
19-03188	5	KINGSTON FABC/1-5	2,516.26	9-01-26-290-000-195 STREETS & ROAD Paving Material	Budget	106	1
64704	05/28/19	TSQUARED T-SQUARED GRAPHICS LLC					9086
19-03393	1	PC54 C Woodland Camo Tees	2,867.13	D-39-56-852-000-001 Memorial Day Parade	Budget	179	1
19-03393	2	Tees Same 2XL	383.68	D-39-56-852-000-001 Memorial Day Parade	Budget	180	1
19-03393	3	Tees Same 4XL	13.99	D-39-56-852-000-001 Memorial Day Parade	Budget	181	1
19-03393	4	Towels T18 Green Center 2c	1,005.00	D-39-56-852-000-001 Memorial Day Parade	Budget	182	1
19-03393	5	Screens Produce and Set-up	82.50	D-39-56-852-000-001 Memorial Day Parade	Budget	183	1
19-03393	6	Art Work	50.00	D-39-56-852-000-001 Memorial Day Parade	Budget	184	1
			4,402.30				
64705	05/28/19	TWINO050 TWIN OAKS CATERERS, INC.					9086
19-03354	2	Catering for Senior Events	1,017.00	9-01-28-372-000-153 SR SERVICES Food Supplies	Budget	137	1
64706	05/28/19	UCPOP050 UCPO POLICE ACADEMY					9086
19-03292	1	EMD RECERTIFICATION	60.00	9-01-25-240-999-145 POLICE Training	Budget	120	1
64707	05/28/19	UNIFIRST Unifirst Corporation					9086
19-02919	5	NAVY T-Shirts	492.00	9-01-26-290-000-123 STREETS&ROADS Uniform and Personal Equip	Budget	76	1
64708	05/28/19	WARSH005 WARSHAUER ELECTRIC SUPPLY CO.					9086
19-00243	10	B&G - ELECTRICAL SUPPLIES	63.03	9-01-26-310-000-183 BLDG & GROUNDS Maintenance	Budget	11	1
64709	05/28/19	WATCH WATCH GUARD, INC.					9086
19-03217	1	4RE/VISTA SYSTEM	5,672.00	9-01-25-240-999-206 POLICE Radio Repair	Budget	107	1
64710	05/28/19	WBMASON W.B. Mason Co., Inc.					9086
19-03293	1	COS1PIHD12 Stamp	19.35	9-01-20-120-000-199 MUNIC.CLERK Printed Materials	Budget	121	1
19-03293	2	ACC72020 Binder Clips	6.60	9-01-20-120-000-188 MUNIC.CLERK Office Supplies	Budget	122	1
19-03293	3	UNV10200VP3 Binder Clips	10.92	9-01-20-120-000-188 MUNIC.CLERK Office Supplies	Budget	123	1
19-03315	1	Loc1661510 Adhesive	5.42	9-01-20-140-000-185 IT - Miscellaneous	Budget	126	1
19-03315	2	PDC1058421 Power Duster	2.98	9-01-20-130-000-188 FINANCE Office Supplies	Budget	127	1
19-03315	3	PAP1759214 Clear Mech. Pencil	3.20	9-01-20-130-000-188 FINANCE Office Supplies	Budget	128	1

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Check #	Check Date	Vendor		Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description						Seq	Acct
64710	W.B. Mason Co., Inc.	Continued							
19-03315	4	SMD65095 2" CAPACITY FOLDERS	21.00	9-01-20-130-000-188	Budget			129	1
				FINANCE Office Supplies					
19-03317	1	UNV46300 Writing Pads	25.90	9-01-26-290-000-188	Budget			130	1
				STREETS & ROAD Office Supplies					
19-03337	1	Paper 8 1/2 x 11 WBM21200	2,235.00	9-01-31-430-000-488	Budget			132	1
				Paper & Copier Supplies					
			2,330.37						
64711	05/28/19	WORKH005 Work Hard Fitness Systems LLC						9086	
19-03404	1	MAY 14 & 16 2019 4:30-6:30	320.00	G-02-19-370-803-991	Budget			191	1
				DEDR Get Up And Move					
19-03405	1	SOCIAL DECISION MAKING &	90.00	G-02-19-370-803-994	Budget			192	1
				DEDR Social Decision Making					
			410.00						
<hr/>									
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>			
	Checks:		93	0	798,307.29	0.00			
	Direct Deposit:		0	0	0.00	0.00			
	Total:		93	0	798,307.29	0.00			

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND BUDGET	9-01	140,890.53	0.00	0.00	140,890.53
Water Utility Fund	9-05	222,127.38	0.00	0.00	222,127.38
Sewer Utility Fund	9-07	14,305.82	0.00	0.00	14,305.82
Year Total:		377,323.73	0.00	0.00	377,323.73
GENERAL CAPITAL	C-04	389,136.32	0.00	0.00	389,136.32
Trust Other	D-33	17,633.63	0.00	0.00	17,633.63
Recreation Trust	D-39	10,569.30	0.00	0.00	10,569.30
Year Total:		28,202.93	0.00	0.00	28,202.93
GRANT FUND	G-02	3,644.31	0.00	0.00	3,644.31
Total of All Funds:		798,307.29	0.00	0.00	798,307.29

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Range of Checking Accts: 01101001001 to 01101001001 Range of Check Ids: 64712 to 64717
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Item	Description	Contract	Ref Seq Acct
Amount Paid	Charge Account	Account Type		
64712	05/28/19	PSEGC050 PSE&G Electric & Gas Usage		9088
19-03318	1	April Community Park4245850205	5,171.89	9-01-31-430-000-436 Budget 2 1
19-03318	2	April Community Park4245850302	1,710.13	9-01-31-430-000-436 Budget 3 1
19-03318	3	April Community Park7337853009	14.74	9-01-31-430-000-436 Budget 4 1
19-03318	4	April Community Park7337853106	1,181.62	9-01-31-430-000-436 Budget 5 1
19-03318	5	April Community Park7337853203	80.80	9-01-31-430-000-436 Budget 6 1
19-03318	6	April Community Park7337853300	834.50	9-01-31-430-000-436 Budget 7 1
19-03318	7	April Community Park7337853408	31.83	9-01-31-430-000-436 Budget 8 1
19-03318	8	April Community Park7337853505	71.84	9-01-31-430-000-436 Budget 9 1
19-03318	9	April Community Park7337853602	30.27	9-01-31-430-000-436 Budget 10 1
			9,127.62	
64713	05/28/19	PSEGC050 PSE&G Electric & Gas Usage		9088
19-03326	1	April Parks/Other 4245850507	873.61	9-01-31-430-000-433 Budget 11 1
19-03326	2	April Parks/Other 7337855605	7.28	9-01-31-430-000-433 Budget 12 1
19-03326	3	April Parks/Other 7337855702	2,528.02	9-01-31-430-000-433 Budget 13 1
19-03326	4	April Parks/Other 7337855818	4.74	9-01-31-430-000-433 Budget 14 1
19-03326	5	April Parks/Other 7337855907	4.74	9-01-31-430-000-433 Budget 15 1
19-03326	6	April Parks/Other 7337856008	61.70	9-01-31-430-000-433 Budget 16 1
19-03326	7	April Parks/Other 7337856105	33.27	9-01-31-430-000-433 Budget 17 1
19-03326	8	April Parks/Other 7337856202	18.34	9-01-31-430-000-433 Budget 18 1
19-03326	9	April Parks/Other 7337856318	1,692.29	9-01-31-430-000-433 Budget 19 1
19-03326	10	April Parks/Other 7337856407	166.86	9-01-31-430-000-433 Budget 20 1
19-03326	11	April Parks/Other 7337856504	88.57	9-01-31-430-000-433 Budget 21 1
19-03326	12	April Parks/Other 7337856709	93.82	9-01-31-430-000-433 Budget 22 1
19-03326	13	April Parks/Other 7337856806	11.65	9-01-31-430-000-433 Budget 23 1
19-03326	14	April Parks/Other 7337856903	4.95	9-01-31-430-000-433 Budget 24 1

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
64713		PSE&G Electric & Gas Usage Continued					
19-03326	15	April Parks/Other 7337857004	1,448.63	9-01-31-430-000-433	Budget		25 1
			<u>7,038.47</u>	Parks / Other			
64714	05/28/19	PSEGC050 PSE&G Electric & Gas Usage					9088
19-03330	9	April Sewer 42 533 503 05	1,661.10	9-07-55-502-000-430	Budget		26 1
				Electricity			
64715	05/28/19	VERIZMDT VERIZON WIRELESS					9088
19-00751	10	4/2019 INVOICE 9829592494 MDTs	3,050.35	9-01-31-430-000-451	Budget		1 1
				MDT Cellular			
64716	05/29/19	DELTA Delta Dental Plan - New Jersey					9089
19-00060	57	dental 05/19/2019-05/25/2019	4,926.53	9-01-23-220-000-252	Budget		1 1
				HEALTH INS - Dental			
64717	05/30/19	TSQUARED T-SQUARED GRAPHICS LLC					9090
19-03393	7	PC54 C Woodland Camo Tees	2,867.13	D-39-56-852-000-001	Budget		1 1
				Memorial Day Parade			
19-03393	8	PC54 C Woodland Camo Tees	2,867.13	D-39-56-851-000-007	Budget		2 1
				DPRCS - LEAL			
19-03393	9	Tees Same 2XL	383.68	D-39-56-852-000-001	Budget		3 1
				Memorial Day Parade			
19-03393	10	Tees Same 2XL	383.68	D-39-56-851-000-007	Budget		4 1
				DPRCS - LEAL			
19-03393	11	Tees Same 4XL	13.99	D-39-56-852-000-001	Budget		5 1
				Memorial Day Parade			
19-03393	12	Tees Same 4XL	13.99	D-39-56-851-000-007	Budget		6 1
				DPRCS - LEAL			
19-03393	13	Towels T18 Green Center 2c	1,005.00	D-39-56-852-000-001	Budget		7 1
				Memorial Day Parade			
19-03393	14	Towels T18 Green Center 2c	1,005.00	D-39-56-851-000-007	Budget		8 1
				DPRCS - LEAL			
19-03393	15	Screens Produce and Set-up	82.50	D-39-56-852-000-001	Budget		9 1
				Memorial Day Parade			
19-03393	16	Screens Produce and Set-up	82.50	D-39-56-851-000-007	Budget		10 1
				DPRCS - LEAL			
19-03393	17	Art Work	50.00	D-39-56-852-000-001	Budget		11 1
				Memorial Day Parade			
19-03393	18	Art Work	50.00	D-39-56-851-000-007	Budget		12 1
			<u>0.00</u>	DPRCS - LEAL			

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	6	0	25,804.07	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	6	0	25,804.07	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND BUDGET	9-01	24,142.97	0.00	0.00	24,142.97
Sewer Utility Fund	9-07	<u>1,661.10</u>	<u>0.00</u>	<u>0.00</u>	<u>1,661.10</u>
Year Total:		25,804.07	0.00	0.00	25,804.07
Recreation Trust	D-39	0.00	0.00	0.00	0.00
Total of All Funds:		<u>25,804.07</u>	<u>0.00</u>	<u>0.00</u>	<u>25,804.07</u>

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CURRENT Void

Range of Checking Accts: 01101001001 to 01101001001 Range of Check Ids: 64618 to 64717
Report Type: Void Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor			Reconciled/Void	Ref Num
PO #	Item	Description	Amount Paid	Charge Account	Account Type	Contract Ref Seq Acct
<hr/>						
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:		0	0	0.00	0.00
	Direct Deposit:		0	0	0.00	0.00
	Total:		<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>

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PAYROLL

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Range of Checking Accts: 17101001001 to 17101001001 Range of Check Ids: 106236 to 106238
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Item	Description	Contract	Ref Seq Acct
Amount Paid	Charge Account	Account Type		
106236	05/24/19	PRUDENTIAL Prudential Retirement		9084
PR-07539	13	DCRP EE May 2019	1,176.43 D-37-56-850-004-003 DCRP - Prudential	Budget 1 1
106237	05/24/19	STATE055 Public Employees' Retirement		9085
PR-07544	73	PERS Normal & Back 5/2019	50,676.25 D-37-56-850-003-001 PERS - Pension & Back Deduct	Budget 1 1
PR-07544	74	PERS Loan	11,247.12 D-37-56-850-003-004 PERS - Loans	Budget 2 1
PR-07544	75	PERS Arrears/Purchases 5/2019	233.28 D-37-56-850-003-003 PERS - Arrears	Budget 3 1
PR-07544	76	PERS CI/Back 5/2019	3,239.39 D-37-56-850-003-002 PERS - Contributory Insurance	Budget 4 1
PR-07544	77	PERS Pension & Back 5/2019	91,433.38 D-37-56-850-002-001 Pol & Fire- Pension & Back	Budget 5 1
PR-07544	78	PERS Loans 5/2019	22,377.52 D-37-56-850-002-004 Pol & Fire - Loans	Budget 6 1
PR-07544	79	PERS Arrears/Purchases 5/2019	1,088.98 D-37-56-850-002-003 Pol & Fire - Arrears	Budget 7 1
			180,295.92	
106238	05/28/19	AFLAC Aflac		9087
PR-07526	11	Aflac May 2019	6,358.06 D-37-56-850-013-006 AFLAC	Budget 1 1

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	3	0	187,830.41	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	0	187,830.41	0.00

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Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Payroll	D-37	187,830.41	0.00	0.00	187,830.41
Total Of All Funds:		187,830.41	0.00	0.00	187,830.41

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PAYROLL VOID

Range of Checking Accts: 17101001001 to 17101001001 Range of Check Ids: 106236 to 106238
Report Type: Void Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor				Reconciled/Void	Ref Num
PO #	Item	Description	Amount Paid	Charge Account	Account Type	Contract	Ref Seq Acct

Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:		0	0	0.00	0.00	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	

CHECK REGISTER APPROVED BY TOWNSHIP COUNCIL: June 3 rd , 2019			
FUND	DETAIL	CHECK NUMBERS	AMOUNT
1	CURRENT FUND	BILL LIST	\$236,079.58
20	INSPECTION	BILL LIST	\$373.50
21	TECHNICAL	BILL LIST	\$23,682.50
22	PERFORMANCE	BILL LIST	\$0.00
TOTAL			\$260,135.58

CURRENT

BAGELBOY Bagel Boys									
19-00800 08/23/18 OPEN ACCOUNT THRU JUNE 2019									
19 ASSORTED BAGELS/LEAL	110.65	D-39-56-851-000-007	B DPRCS - LEAL	R	05/29/19	05/29/19	880408	N	

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Purchase Order Listing By Vendor Id

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Vendor # Name

PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
Item Description	Amount	Charge Account	Acct Type	Description		Enc Date	Date	Date	Invoice	Excl
BAGELBOY Bagel Boys										
Continued										
19-00800 08/23/18 OPEN ACCOUNT THRU JUNE 2019		Continued								
20 ASSORTED BAGELS/LEAL	127.00	D-39-56-851-000-007	B	DPRCS - LEAL	R	05/29/19	05/29/19		880406	N
	237.65									
Vendor Total:	237.65									
BENAN033 Stephanie Benanti										
19-02833 03/20/19 MA19- SOCIAL DECISION MAKING		B								
4 MA19- SOCIAL DECISION MAKING	225.00	G-02-19-370-803-994	B	DEDR Social Decision Making	R	03/20/19	05/29/19		4/29/19-5/13/19	N
Vendor Total:	225.00									
BRIDG050 BRIDGEWATER SPORTS ARENA INC.										
19-03442 05/28/19 Summer Camp Trip 2019										
1 July 17, 2019	720.00	D-39-56-850-000-006	B	Recreation - Camp	R	05/28/19	05/29/19		1885.2	N
2 Lunch	186.00	D-39-56-850-000-006	B	Recreation - Camp	R	05/28/19	05/29/19		1885.2	N
	906.00									
Vendor Total:	906.00									
CAMBR050 CAMBRIA Automotive Companies										
19-03255 05/03/19 replacement parts may 2019										
2 REPLACEMENT PARTS/TWP VEHICLES	4,191.57	9-01-26-315-000-230	B	MVM Vehicle Parts	R	05/29/19	05/29/19		934935	N
3 REPLACEMENT PARTS/TWP VEHICLES	38.39	9-01-26-315-000-230	B	MVM Vehicle Parts	R	05/29/19	05/29/19		935119	N
	4,229.96									
Vendor Total:	4,229.96									
CAMPB055 CAMPBELL FREIGHTLINER, LLC										
19-03256 05/03/19 REPLACEMENT PARTS MAY 2019										
2 REPLACEMENT PARTS/TWP VEHICLES	88.99	9-01-26-315-000-230	B	MVM Vehicle Parts	R	05/28/19	05/28/19		CA001490568:01	N
Vendor Total:	88.99									

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Item	Description	Amount	Charge	Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
CAROL050 BOWLERO											
19-00846	08/30/18	OPEN ACCOUNT THRU JUNE 2019									
1	6/19 3-5:30	350 guests	8,566.43	D-39-56-851-000-007	B DPRCS - LEAL	R	08/30/18	05/30/19		6/19BEO#8524018	N
Vendor Total:		8,566.43									
CDW CDW-GOVERNMENT, INC.											
19-03341	05/13/19	TONER/GIS UPGRADE PARTS									
2	TONER/GIS UPGRADE PARTS	171.27	9-01-20-140-000-488	B IT - Computer Supplies/Parts	R	05/28/19	05/29/19			SHV5835	N
Vendor Total:		171.27									
CHAZAR Eric Chaszar											
19-03435	05/28/19	Reimbursement- Parks Time Clock									
1	Reimbursement- Parks Time Clock	359.10	9-01-28-375-000-151	B PARKS Equipment Repair	R	05/28/19	05/30/19			052219-7099	N
Vendor Total:		359.10									
CMEAS020 CME ASSOCIATES											
19-00323	07/16/18	0225923 : 6/11/18-6/22/18	PRO18035	C							
8	2018 Road Improvement	0242131	28,227.75	C-08-55-C18-171-901	B Section 2:20	R	07/01/18	05/30/19		0242131	N
19-00915	09/06/18	0229273 : 8/20/18 - 8/24/18	PRO18039	C							
13	WTP Screen Replacement	0242130	2,759.50	C-06-55-C16-151-901	B Section 2:20 Costs	R	06/25/18	05/29/19		0242130	N
19-02220	01/08/19	2019 Road Improvement Program	PRO18046	C							
8	2019 Road Improvement	0242233	3,512.50	C-08-55-C18-171-901	B Section 2:20	R	10/01/18	05/30/19		0242233	N
19-02227	01/10/19	0235168 : BEGIN - 12/28/18	PRO18048	C							
9	Finnegan & Quarry Lane	0242133	14,186.75	C-04-55-C17-161-902	B Professional Fees - Streets and Roads	R	12/17/18	05/30/19		0242133	N
10	Finnegan & Quarry Lane	0242133	7,901.25	C-04-55-C19-180-902	B Streets and Roads - Professional Svs	R	12/17/18	05/30/19		0242133	N
		22,088.00									
19-03412	05/20/19	0241341 : 4TH STREET DRAINAGE	PRO19009	C							
3	0242129 4TH STREET DRAINAGE	207.50	9-01-21-165-000-200	B ENGINEERING Professional Servi	R	12/24/18	05/30/19			0242129	N
19-03430 05/24/19 2019 Road Program - ConAd PRO19038 C											
1	2019 Road Program	0242280	26,035.25	C-04-55-C19-180-902	B Streets and Roads - Professional Svs	R	05/06/19	05/30/19		0242280	N

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Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
CMEAS020 CME ASSOCIATES Continued									
19-03431 05/24/19 General Engineering	0242134	PRO19009 C							
1 General Engineering 0242134	1,726.50	9-01-21-165-000-200	B	ENGINEERING Professional Servi	R	12/24/18	05/30/19	0242134	N
2 General Engineering 0242134	332.00	9-07-55-502-000-200	B	Professional Services	R	12/24/18	05/30/19	0242134	N
	2,058.50								
Vendor Total:	86,889.00								
CORSA033 David Corsaro									
19-03123 04/16/19 MA19 PROJECT GRADUATION ENTERT									
1 PROJECT GRADUATION- NBTHS	900.00	G-02-19-370-803-998	B	DEDR HS Prevention Program	R	04/16/19	05/28/19	6/25/19	N
Vendor Total:	900.00								
CUSTOM CUSTOM BANDAG INC.									
19-01954 12/10/18 OPEN ACCOUNT JAN FEB MAR 2019									
6 EQUIPMENT REPAIR	190.56	9-01-28-375-000-151	B	PARKS Equipment Repair	R	05/29/19	05/29/19	80151247	N
19-03257 05/03/19 LARGE TIRES MAY 2019									
2 LRG TIRES&RECAPS/TWP VEHICLES	313.02	9-01-26-315-001-903	B	MVM Tires - Large Tire Repair	R	05/28/19	05/28/19	80150504	N
3 LRG TIRES&RECAPS/TWP VEHICLES	2,153.05	9-01-26-315-001-903	B	MVM Tires - Large Tire Repair	R	05/28/19	05/28/19	80151013	N
	2,466.07								
19-03258 05/03/19 replacement tire roads may2019									
2 TIRES-S&R/SANITATION VEHICLES	450.00	9-01-26-315-001-902	B	MVM Tires - Roads & Sanitation	R	05/28/19	05/28/19	80149970	N
3 TIRES-S&R/SANITATION VEHICLES	406.26	9-01-26-315-001-902	B	MVM Tires - Roads & Sanitation	R	05/28/19	05/28/19	80151082	N
	856.26								
19-03259 05/03/19 TIRES POLICE MAY 2019									
2 OPEN MONTHLY ORDER REPLACEMENT	738.00	9-01-26-315-001-901	B	MVM Tires - Police	R	05/28/19	05/28/19	80150515	N
3 OPEN MONTHLY ORDER REPLACEMENT	1,032.00	9-01-26-315-001-901	B	MVM Tires - Police	R	05/28/19	05/28/19	80151023	N
	1,770.00								
Vendor Total:	5,282.89								

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	Item	Description	Amount	Charge Account	Acct Type Description		Enc Date	Date	Date Invoice	Exc
DEERCAR		Deer Carcass Removal Service								
	19-00106	07/13/18 deer removal								
	9	DEER CARCASS REMOVAL	31.50	9-01-26-290-000-185	B STREETS & ROAD Miscellaneous	R	05/28/19	05/28/19	7384	N
		Vendor Total:	31.50							
EASTC033		EAST COAST EMERGENCY LIGHTING								
	19-01166	09/28/18 POLICE 2019 TAHOES								
	1	TWO POLICE 2019 TAHOES	18,487.50	C-04-55-C19-180-301	B Acquisition of Trucks/Accessories	R	09/28/18	05/29/19	19581	N
	19-01167	09/28/18 POLICE 2019 TAHOE VEHICLE								
	1	POLICE 2019 TAHOE VEHICLE	9,007.72	C-04-55-C19-180-301	B Acquisition of Trucks/Accessories	R	09/28/18	05/29/19	19333	N
		Vendor Total:	27,495.22							
FARINHAS		Nicole Farinhas								
	19-02835	03/20/19 MA19 SOCIAL DECISION MAKING		B						
	11	Social Decision Making	382.50	G-02-19-370-803-994	B DEDR Social Decision Making	R	03/20/19	05/29/19	5/2019	N
		Vendor Total:	382.50							
FEDER033		FEDERAL EXPRESS CORP.								
	19-03433	05/28/19 Invoice 6-563-72421								
	1	Invoice 6-563-72421 5/21/19	18.10	9-01-31-430-000-498	B Postage	R	05/28/19	05/29/19	6-563-72421	N
	2	Invoice 6-563-72421 5/21/19	22.02	9-01-31-430-000-498	B Postage	R	05/28/19	05/29/19	6-563-72421	N
	3	Invoice 6-563-72421 5/21/19	22.02	9-01-31-430-000-498	B Postage	R	05/28/19	05/29/19	6-563-72421	N
	4	Invoice 6-563-72421 5/22/19	18.10	9-01-31-430-000-498	B Postage	R	05/28/19	05/29/19	6-563-72421	N
	5	Invoice 6-563-72421 5/24/19	52.16	9-01-31-430-000-498	B Postage	R	05/28/19	05/29/19	6-563-72421	N
			132.40							
		Vendor Total:	132.40							
GARDE016		GARDEN STATE FIRE & SAFETY INC								
	19-03444	05/28/19 Case Canned Smoke								
	1	Case of Canned Smoke	300.00	9-01-25-265-000-239	B UNIFORM FIRE Equipment Purch	R	05/28/19	05/29/19	41185	N
		Vendor Total:	300.00							

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Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
HUDSON HUDSON COUNTY MOTORS INC											
19-03262	05/03/19	OPEN MONTHLY ORDER MAY 2019									
2		REPLACEMENT PARTS/TWP VEHICLES	578.08	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		185355	N
3		REPLACEMENT PARTS/TWP VEHICLES	395.39	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		185362	N
			973.47								
Vendor Total:			973.47								
KCSER010 K. C. SERVICE											
19-03395	05/20/19	reelmax blower									
1	P/N	EBZ8500 REELMAX BLOWER PER	500.78	9-07-55-502-000-223	B Tools & Supplies	R	05/20/19	05/28/19		25480	N
Vendor Total:			500.78								
LINCOLNF LINCOLN FINANCIAL GROUP											
18-02668	02/20/18	LOSAP Contribution 2017									
6		LOSAP Contribution 2017 CO #2	1,837.98	8-01-25-265-266-185	B LOSAP Miscellaneous	R	06/06/18	05/29/19		CR32776	N
Vendor Total:			1,837.98								
MALOU050 MALOUF FORD, INC.											
19-03263	05/03/19	REPLACEMENT PARTS MAY 2019									
2		REPLACEMENT PARTS/TWP VEHICLES	120.10	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		568465	N
Vendor Total:			120.10								
MARTI055 Martin Overhead Door											
19-03131	04/17/19	bay 4 overhead door repair									
1		LABOR AND MATERIAL TO REPAIR	360.00	9-01-26-310-000-183	B BLDG & GROUNDS Maintenance	R	04/17/19	05/28/19		23019	N
Vendor Total:			360.00								
MCIAS050 M.C.I.A											
19-03084	04/10/19	Recycling Containers									
1		Recycling Containers	485.00	9-01-26-305-307-207	B RECYCLING Recycling Supplies	R	04/10/19	05/30/19		5850	N
Vendor Total:			485.00								

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Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
MGLF0050 MGL Printing Solutions											
19-03288	05/03/19	2019 August/November Tax Bills									
1	2019 August/November Tax Bills	1,306.00	9-01-20-145-000-199	B TAX COLLECTION	Printed Material	R	05/03/19	05/28/19		164035	N
19-03376 05/15/19 WATER BILLS											
1	WATER BILLS	1,559.00	9-05-55-502-000-186	B New Equipment		R	05/15/19	05/28/19		164151	N
Vendor Total:		2,865.00									
MIDDL004 MIDDLESEX WELDING SALES CO INC											
19-00192	07/13/18	PROPANE REFILLS & EQUIP RENT									
12	PROPANE REFILLS AND EQUIPMENT	238.79	9-01-26-290-000-195	B STREETS & ROAD	Paving Material	R	05/28/19	05/28/19		493980	N
Vendor Total:		238.79									
NAPA NAPA											
19-03265	05/03/19	REPLACEMENT PARTS MAY 2019									
2	REPLACEMENT PARTS/TWP VEHICLES	229.84	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-154617	N
3	REPLACEMENT PARTS/TWP VEHICLES	223.33	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-154501	N
4	REPLACEMENT PARTS/TWP VEHICLES	27.80	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-154664	N
5	REPLACEMENT PARTS/TWP VEHICLES	1,264.16	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-154888	N
6	REPLACEMENT PARTS/TWP VEHICLES	96.48	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-155135	N
7	REPLACEMENT PARTS/TWP VEHICLES	24.62	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-155395	N
8	REPLACEMENT PARTS/TWP VEHICLES	5.42	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-155477	N
9	REPLACEMENT PARTS/TWP VEHICLES	129.99	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-155361	N
10	REPLACEMENT PARTS/TWP VEHICLES	12.60	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-155662	N
11	REPLACEMENT PARTS/TWP VEHICLES	120.95	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-156000	N
12	REPLACEMENT PARTS/TWP VEHICLES	718.73	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		0836-292600	N
13	REPLACEMENT PARTS/TWP VEHICLES	17.36	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-156228	N
14	REPLACEMENT PARTS/TWP VEHICLES	27.01	9-01-26-315-000-230	B MVM Vehicle Parts		R	05/29/19	05/29/19		3873-156525	N
		2,898.29									
Vendor Total:		2,898.29									
NATIO060 NFPA											
19-03344	05/13/19	Membership Renewal	T. Paun								
1	3yr Membership Renewal-Paun,T.	445.00	9-01-21-196-000-185	B CONSTR. CODE	Miscellaneous	R	05/13/19	05/29/19		7469687X	N

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NATIO060 NFPA			Continued									
	19-03417	05/21/19	Fire NFCSS Internet Access									
	1		Fire NFCSS Internet Access	1,345.50	9-01-20-140-000-489	B IT - Software Purch/License	R	05/21/19	05/30/19		7489386x	N
			Vendor Total:	1,790.50								
NJDEP050 NJ DEPARTMENT OF THE TREASURY												
	19-03439	05/28/19	Annual Stormwater Discharge									
	1		Annual Stormwater Discharge	9,000.00	9-01-26-510-000-144	B STORMWATER DIV Dues/Subscript	R	05/28/19	05/29/19		190435000	N
			Vendor Total:	9,000.00								
NJDEP090 TREASURER STATE OF NJ - DEP												
	18-00649	08/07/17	Settlement Payment Year 5									
	1		Settlement Payment Year 5	19,382.08	C-04-55-C04-021-101	B High School Soil Removal	R	08/07/17	05/29/19		190453980	N
			Vendor Total:	19,382.08								
NORCI050 NORCIA CORP.												
	19-03264	05/03/19	replacement parts may 2019									
	2		REPLACEMENT PARTS/TWP VEHICLES	252.97	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		77571	N
			Vendor Total:	252.97								
NORTH016 NO BRUNSWICK CONSTRUCTION												
	19-03194	04/25/19	catch basin block									
	1		6x6x12 CATCH BASIN (120)	385.20	9-01-26-290-000-143	B STREETS & ROAD Drainage Mat'l	R	04/25/19	05/29/19		74032	N
			Vendor Total:	385.20								
PARTS010 Parts Authority LLC												
	19-03266	05/03/19	REPLACEMENT PARTS MAY 2019									
	9		REPLACEMENT PARTS/TWP VEHICLES	17.14	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		300-026899	N
	10		REPLACEMENT PARTS/TWP VEHICLES	18.06	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		300-026568	N
	11		REPLACEMENT PARTS (CREDIT)	18.06	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		300-004419	N
	12		REPLACEMENT PARTS/TWP VEHICLES	311.70	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		300-026582	N
	13		REPLACEMENT PARTS/TWP VEHICLES	44.76	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		300-026590	N
	14		REPLACEMENT PARTS/TWP VEHICLES	133.95	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		300-026351	N

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PARTS010 Parts Authority LLC	Continued							
19-03266 05/03/19 REPLACEMENT PARTS MAY 2019	Continued							
15 REPLACEMENT PARTS/TWP VEHICLES	11.49	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-026356	N
16 REPLACEMENT PARTS/TWP VEHICLES	304.91	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-026230	N
17 REPLACEMENT PARTS/TWP VEHICLES	252.35	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-026036	N
18 REPLACEMENT PARTS/TWP VEHICLES	24.42	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-025903	N
19 REPLACEMENT PARTS/TWP VEHICLES	644.53	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-025689	N
20 REPLACEMENT PARTS/TWP VEHICLES	12.93	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-024649	N
21 REPLACEMENT PARTS/TWP VEHICLES	127.35	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-024320	N
22 REPLACEMENT PARTS/TWP VEHICLES	73.03	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-024000	N
23 REPLACEMENT PARTS/TWP VEHICLES	95.43	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-023290	N
24 REPLACEMENT PARTS/TWP VEHICLES	111.43	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-022753	N
25 REPLACEMENT PARTS/TWP VEHICLES	16.22	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-022616	N
26 REPLACEMENT PARTS/TWP VEHICLES	83.83	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-022424	N
27 REPLACEMENT PARTS/TWP VEHICLES	259.90	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-022311	N
28 REPLACEMENT PARTS/TWP VEHICLES	170.62	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-022349	N
29 REPLACEMENT PARTS/TWP VEHICLES	62.00	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-022351	N
30 REPLACEMENT PARTS/TWP VEHICLES	135.81	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-021866	N
31 REPLACEMENT PARTS/TWP VEHICLES	13.30	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-023061	N
32 REPLACEMENT PARTS/TWP VEHICLES	36.20	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	031-358167	N
33 REPLACEMENT PARTS/TWP VEHICLES	18.90	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	031-345129	N
34 REPLACEMENT PARTS/TWP VEHICLES	80.38	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	059-685302	N
35 REPLACEMENT PARTS/TWP VEHICLES	371.24	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19	300-021881	N
	3,413.82							
Vendor Total:	3,413.82							
PERCS01 The PERCS Index Inc.								
19-03429 05/23/19 Annual Renewal Evidence Mgr								
1 Annual Renewal Evidence Mgr	500.00	9-01-20-140-000-489	B IT - Software Purch/License	R	05/23/19	05/29/19	31556	N
Vendor Total:	500.00							
PETRO050 PETROLEUM TRADERS CORP.								
19-03383 05/17/19 7806 Gallons Gasoline 1404484								
1 7806 Gallons Gasoline 1404484	17,003.03	9-01-31-430-000-460	B Gasoline/Diesel	R	05/17/19	05/29/19	1404484	N
Vendor Total:	17,003.03							

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Vendor # Name																	
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void								1099	
Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice						Exc1	
POW Power Place Inc.																	
19-02983	04/01/19	OPEN ACCOUNT APR MAY JUNE 2019															
3		EQUIPMENT REPAIRS	746.16	9-01-28-375-000-151	B PARKS Equipment Repair	R	05/29/19	05/29/19		819425						N	
4		EQUIPMENT REPAIRS	103.55	9-01-28-375-000-151	B PARKS Equipment Repair	R	05/29/19	05/29/19		826310						N	
			849.71														
Vendor Total:			849.71														
REDIC005 Redicare LLC																	
19-00229	07/13/18	first aid supplies															
8		FIRST AID SUPPLIES DPW	244.85	9-01-26-290-000-188	B STREETS & ROAD Office Supplies	R	05/28/19	05/28/19		RED609366						N	
19-00232	07/13/18	FIRST AID SUPPLIES SEWER															
7		FIRST AID SUPPLIES SEWER	119.95	9-07-55-502-000-223	B Tools & Supplies	R	05/28/19	05/28/19		RED609367						N	
Vendor Total:			364.80														
REESECOB La Tangel D. Reese - Cobb																	
19-02834	03/20/19	MA19 SOCIAL DECISION MAKING		B													
4		MA19 SOCIAL DECISION MAKING	225.00	G-02-19-370-803-994	B DEDR Social Decision Making	R	03/20/19	05/29/19		4/29/19-5/13/19						N	
Vendor Total:			225.00														
RICH TRE RICH TREE SERVICE																	
19-03156	04/23/19	774 Myrtle - Road 37" Oak Tree		BID17021 C													
1		774 Myrtle - Road 37" Oak Tree	4,800.00	9-01-26-290-000-178	B STREETS & ROAD Tree Maintenance	R	07/01/18	05/29/19		1901264						N	
Vendor Total:			4,800.00														
ROUTE 1 ROUTE 1																	
19-03268	05/03/19	REPLACEMENT PARTS MAY 2019															
2		REPLACEMENT PARTS/TWP VEHICLES	103.92	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5185075						N	
3		REPLACEMENT PARTS/TWP VEHICLES	30.60	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5185161						N	
4		REPLACEMENT PARTS/TWP VEHICLES	28.50	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5185278						N	
5		REPLACEMENT PARTS/TWP VEHICLES	810.60	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5185325						N	
6		REPLACEMENT PARTS/TWP VEHICLES	76.13	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5185620						N	
7		REPLACEMENT PARTS/TWP VEHICLES	240.35	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5186096						N	
8		REPLACEMENT PARTS/TWP VEHICLES	88.20	9-01-26-315-000-230	B MVM Vehicle Parts	R	05/29/19	05/29/19		5186090						N	

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Vendor # Name		PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
Item Description		Amount	Charge	Account	Acct	Type Description		Enc Date	Date	Date	Invoice	Excl
SHOWS050 SHOWSTOPPERS												
19-03443 05/28/19 Memorial Day19 Balloon Arch												
1 Red White & Blue Arch		300.00	D-39-56-852-000-001		B	Memorial Day Parade	R	05/28/19	05/29/19		1150	N
Vendor Total:		300.00										
SKILL050 SKILLPATH SEMINARS												
19-00870 08/30/18 OPEN ACCOUNT THUR JUNE 2019												
1 4/6/19 Training		4,200.00	D-39-56-851-000-007		B	DPRCS - LEAL	R	08/30/18	05/30/19		212735	N
Vendor Total:		4,200.00										
SMITH033 Greg Smith, ESQ. LLC												
19-03340 05/13/19 Public Defender Services			PRO19039 C									
3 Public Defender 5/2019		800.00	D-33-56-850-006-002		B	Court - Public Defender	R	05/20/19	05/29/19		5/2019	N
Vendor Total:		800.00										
SPIKE010 Spikes Trophies LTD												
19-01513 10/31/18 OPEN ACCOUNT THRU JUNE 2019												
4 PLAQUES FOR SPECIAL EVENTS		283.63	9-01-28-369-000-212		B	DPRCS Programs	R	05/28/19	05/28/19		436788	N
Vendor Total:		283.63										
SPORTCAR SportCare												
19-01665 11/26/18 SAB DEEP GROOMING/GMAX 18-19												
4 DEEP GROOMING - SABELLA PARK		2,300.00	9-01-28-375-000-137		B	PARKS Contract work	R	05/28/19	05/28/19		30216	N
Vendor Total:		2,300.00										
STRZY John Strzykałski												
19-03409 05/20/19 REIMBURSEMENT-CIVILIAN POLICE												
1 FROSTED BY JENNICAKES		150.00	9-01-25-240-999-153		B	POLICE Food Supplies	R	05/20/19	05/29/19		REIMBURSEMENT	N
2 DUNKIN DONUTS		20.25	9-01-25-240-999-153		B	POLICE Food Supplies	R	05/20/19	05/29/19		REIMBURSEMENT	N
3 RITE AID		4.33	9-01-25-240-999-153		B	POLICE Food Supplies	R	05/20/19	05/29/19		REIMBURSEMENT	N
4 COSTCO		64.77	9-01-25-240-999-153		B	POLICE Food Supplies	R	05/20/19	05/29/19		REIMBURSEMENT	N

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Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item Description		Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl	
STRZY John Strzykowski Continued											
19-03409	05/20/19	REIMBURSEMENT-CIVILIAN POLICE	Continued								
5 AWARDS UNLIMITED		150.00	9-01-25-240-999-153	B POLICE	Food Supplies	R	05/20/19	05/29/19	REIMBURSEMENT	N	
		389.35									
Vendor Total:		389.35									
TRAPR050 TRAP ROCK INDUSTRIES LLC											
19-03188	04/25/19	open order asphalt									
6 KINGSTON FABC/1-5		1,450.85	9-01-26-290-000-195	B STREETS & ROAD	Paving Material	R	05/28/19	05/28/19	8098383	N	
Vendor Total:		1,450.85									
USABLU Blue Book											
19-03308	05/06/19	misc supplies sewer dept									
1 P/N 26782	6' LIGHTWEIGHT POLE	144.90	9-07-55-502-000-223	B Tools & Supplies		R	05/06/19	05/28/19	888603	N	
2 P/N 26780	POLE ADAPTER	63.00	9-07-55-502-000-223	B Tools & Supplies		R	05/06/19	05/28/19	888603	N	
3 P/N 40658	POLY-LIFT LINE, 30'	292.00	9-07-55-502-000-223	B Tools & Supplies		R	05/06/19	05/28/19	888603	N	
4 P/N 26645	PURELL INSTANT HAND	100.20	9-07-55-502-000-223	B Tools & Supplies		R	05/06/19	05/28/19	888603	N	
5 SHIPPING		37.00	9-07-55-502-000-223	B Tools & Supplies		R	05/06/19	05/28/19	888603	N	
		637.10									
Vendor Total:		637.10									
WBMASON W.B. Mason Co.,Inc.											
19-01061	09/24/18	Water Cooler Rent - Sr. Center									
9 Water Cooler Rent - Sr. Center		2.99	9-01-28-372-000-188	B SR SERVICES	Office Supplies	R	05/24/19	05/29/19	I66418880	N	
19-03364 05/14/19 Tax supply Order# S091029680											
1 NTC7313SP	Thermal Rolls	127.69	9-01-20-145-000-188	B TAX COLLECTION	Office Supplies	R	05/14/19	05/30/19	I66322509	N	
19-03379 05/16/19 Administration Chair											
1 SAF70848L	Chair	252.23	9-01-20-100-000-188	B GEN.ADMIN	Office Supplies	R	05/16/19	05/29/19	I66404957	N	
2 SAF6689BL1ND	Arms for chair	54.63	9-01-20-100-000-188	B GEN.ADMIN	Office Supplies	R	05/16/19	05/29/19	I66404957	N	
		306.86									
19-03380 05/16/19 Code supply Order# S090908884											
1 MEA45484	Notebook	63.36	9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19	I66405582	N	

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Vendor # Name		PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099		
Item Description		Amount	Charge	Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
WBMAISON W.B. Mason Co.,Inc. Continued												
19-03380 05/16/19 Code Supply Order# S090908884 Continued												
2	MEA06132 Notebook	23.80		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
3	MEA06780 Notebook	17.94		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
4	MEA06074 Notebook	6.56		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
5	SWI35108 Staples	18.12		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
6	EVEECR2032BP Watch battery	10.68		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
7	TOP99612 Writing pads	18.51		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
8	TOP74880 Writing pads	20.29		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
9	UNV66206 Notebooks	8.40		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
10	TOP71533 Writing pads	23.97		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
12	UNV16130 File folders	48.00		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
13	UNV16140 File folders	55.05		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
14	UNV15141 Expanding file pocket	21.72		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
15	RAC04650EA Disinfectant spray	33.32		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
16	RAC79132 Disinfectant spray	15.06		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
17	PGC84220EA Fabric refreshener	19.16		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
18	PGC97799 Air effects	10.79		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
19	PENBK93A Pens	5.09		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
20	PENBK90A Pens	14.04		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
21	MMM600341296 Tape	41.52		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
22	DURMN15RT12Z Batteries AA	29.20		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
23	DURMN24RT12Z Batteries AAA	24.06		9-01-21-195-000-188	B CODE ENFORCE.	Office Supplies	R	05/16/19	05/29/19		I66405582	N
		528.64										
Vendor Total:		966.18										
WEISS00 Michael G. Weiss												
19-01275 10/09/18 Confilict Public Defender												
2	Confilict Public Defender	200.00		9-01-43-495-000-181	B PUBLIC DEFEND	Legal Services	R	05/17/19	05/29/19		CONFLICT PD	N
3	Confilict Public Defender	200.00		9-01-43-495-000-181	B PUBLIC DEFEND	Legal Services	R	05/17/19	05/29/19		CONFLICT PD	N
		400.00										
Vendor Total:		400.00										

Total Purchase Orders: 77 Total P.O. Line Items: 179 Total List Amount: 236,079.58 Total Void Amount: 0.00

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PO #	PO Date	Description	Contract	PO Type			First	Rcvd	Chk/Void		1099
Item Description			Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND BUDGET	8-01	1,837.98	0.00	0.00	1,837.98
CURRENT FUND BUDGET	9-01	73,818.73	0.00	0.00	73,818.73
	9-04	3,848.50	0.00	0.00	3,848.50
Water Utility Fund	9-05	1,559.00	0.00	0.00	1,559.00
Sewer Utility Fund	9-07	1,589.83	0.00	0.00	1,589.83
Year Total:		80,816.06	0.00	0.00	80,816.06
GENERAL CAPITAL	C-04	97,000.55	0.00	0.00	97,000.55
WATER CAPITAL	C-06	2,759.50	0.00	0.00	2,759.50
SEWER CAPITAL	C-08	31,740.25	0.00	0.00	31,740.25
Year Total:		131,500.30	0.00	0.00	131,500.30
Trust Other	D-33	800.00	0.00	0.00	800.00
Recreation Trust	D-39	18,892.74	0.00	0.00	18,892.74
Year Total:		19,692.74	0.00	0.00	19,692.74
GRANT FUND	G-02	2,232.50	0.00	0.00	2,232.50
Total of All Funds:		236,079.58	0.00	0.00	236,079.58

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Escrow

P.O. Type: All Include Project Line Items: Only Open: N Paid: N Void: N
Range: First to Last Rcvd: Y Held: N Aprv: N
Format: Detail without Line Item Notes First Enc Date Range: First to 06/30/19 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: N

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
CMEAS020 CME ASSOCIATES												
	19-03490	05/29/19	0241353 4/11-4/26/19									
	1	0241353	4/11-4/26/19	249.00	21-2570	P US Route 130 & Renaissance Blv	R	05/29/19	05/29/19		0241353	N
	19-03491	05/29/19	0240756 3/25-4/2/19									
	1	0240756	3/25-4/2/19	166.00	21-2570	P US Route 130 & Renaissance Blv	R	05/29/19	05/29/19		0240756	N
	19-03492	05/29/19	0239477 3/13-3/19/19									
	1	0239477	3/13-3/19/19	124.50	21-2570	P US Route 130 & Renaissance Blv	R	05/29/19	05/29/19		0239477	N
	19-03493	05/29/19	0241099 4/12-4/22/19									
	1	0241099	4/12-4/22/19	1,069.00	21-2529	P 1525 Route 1	R	05/29/19	05/29/19		0241099	N
	19-03494	05/29/19	0241349 4/25/19									
	1	0241349	4/25/19	83.00	21-2572	P Addition 1300 Livingston Ave.	R	05/29/19	05/29/19		0241349	N
	19-03495	05/29/19	0238888 2/25-3/8/19									
	1	0238888	2/25-3/8/19	4,022.00	21-2586	P 481 Blackhorse Lane- Warehouse	R	05/29/19	05/29/19		0238888	N
	19-03496	05/29/19	0240757 3/25-4/5/19									
	1	0240757	3/25-4/5/19	5,140.75	21-2586	P 481 Blackhorse Lane- Warehouse	R	05/29/19	05/29/19		0240757	N
	19-03497	05/29/19	0241354 4/8-4/26/19									
	1	0241354	4/8-4/26/19	4,319.25	21-2586	P 481 Blackhorse Lane- Warehouse	R	05/29/19	05/29/19		0241354	N
	19-03498	05/29/19	0239480 3/7-3/22/19									
	1	0239480	3/7-3/22/19	898.00	21-2577	P Use Sai Pariwar Temple	R	05/29/19	05/29/19		0239480	N
	19-03499	05/29/19	0241355 4/25-4/26/19									
	1	0241355	4/25-4/26/19	332.00	21-2577	P Use Sai Pariwar Temple	R	05/29/19	05/29/19		0241355	N
	19-03500	05/29/19	0240758 3/25-4/4/19									
	1	0240758	3/25-4/4/19	1,393.00	21-2577	P Use Sai Pariwar Temple	R	05/29/19	05/29/19		0240758	N

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Vendor # Name												
PO #	PO Date	Description	Amount	Contract Charge	PO Type Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Exc1
Item Description												
CMEAS020 CME ASSOCIATES		Continued										
19-03501	05/29/19	0242139 4/29-5/9/19										
1	0242139	4/29-5/9/19	166.00	20-2550		P 1600 Route 1 Holdings, LLC	R	05/29/19	05/29/19		0242139	N
19-03502	05/29/19	0242136 4/29-4/30/19										
1	0242136	4/29-4/30/19	166.00	20-2515		P Site Improvements S&HF, LLC	R	05/29/19	05/29/19		0242136	N
19-03503	05/29/19	0242135 4/30/19										
1	0242135	4/30/19	41.50	20-2507		P Holiday Inn Express 2095 Rte.1	R	05/29/19	05/29/19		0242135	N
Vendor Total:			18,170.00									
DELAWA05 DELAWARE-RARITAN ENGINEERING												
19-03421	05/22/19	2003-183409 2/8-4/16/19										
1	2003-183409	2/8-4/16/19	1,986.00	21-2585		P 1382 Duane Street	R	05/22/19	05/29/19		2003-183409	N
Vendor Total:			1,986.00									
LAWRENCE Lawrence B. Sachs												
19-03504	05/29/19	May 22, 2019 21-2590										
1	May 22, 2019	21-2590	75.00	21-2590		P Use-Gym/Fitness Center	R	05/29/19	05/29/19		5/22/19	N
19-03505	05/29/19	May 22, 2019 21-2591										
1	May 22, 2019	21-2591	75.00	21-2591		P 958 Edwin St. Subdivision	R	05/29/19	05/29/19		5/22/19	N
19-03506	05/29/19	May 15, 2019 21-2582										
1	May 15, 2019	21-2582	1,575.00	21-2582		P 643 Georges Road- Redevelop	R	05/29/19	05/29/19		5/15/19	N
19-03507	05/29/19	May 17, 2019 21-2589										
1	May 17, 2019	21-2589	1,500.00	21-2589		P 716 Spruce Road- 2 Family Use	R	05/29/19	05/29/19		5/17/19	N
19-03508	05/29/19	May 21, 2019 21-2538										
1	May 21, 2019	21-2538	75.00	21-2538		P T-Mobile- 781 Adams Lane	R	05/29/19	05/29/19		5/21/19	N
19-03509	05/29/19	May 16, 2019 21-2538										
1	May 16, 2019	21-2538	300.00	21-2538		P T-Mobile- 781 Adams Lane	R	05/29/19	05/29/19		5/16/19	N

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Vendor # Name											
PO #	PO Date	Description	Contract	PO Type			First	Rcvd	Chk/Void	1099	
Item Description			Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice
LAWRENCE Lawrence B. Sachs Continued											
19-03510	05/29/19	May 21, 2019 21-2582									
1	May 21, 2019	21-2582	75.00	21-2582	P	643 Georges Road- Redevelop	R	05/29/19	05/29/19		5/21/19 N
19-03511	05/29/19	May 21, 2019 21-2577									
1	May 21, 2019	21-2577	225.00	21-2577	P	Use Sai Pariwar Temple	R	05/29/19	05/29/19		5/21/19 N
Vendor Total:			3,900.00								

Total Purchase Orders:	23	Total P.O. Line Items:	23	Total List Amount:	24,056.00	Total Void Amount:	0.00
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Totals by Year-Fund Fund Description	Fund	Budget Total	Project Total	Total
	9-20	0.00	373.50	373.50
	9-21	0.00	23,682.50	23,682.50
Total of All Funds:		<u>0.00</u>	<u>24,056.00</u>	<u>24,056.00</u>

Project Description	Project No.	Project Total
Holiday Inn Express 2095 Rte.1	20-2507	41.50
Site Improvements S&HF, LLC	20-2515	166.00
1600 Route 1 Holdings, LLC	20-2550	166.00
1525 Route 1	21-2529	1,069.00
T-Mobile- 781 Adams Lane	21-2538	375.00
US Route 130 & Renaissance Blv	21-2570	539.50
Addition 1300 Livingston Ave.	21-2572	83.00
Use Sai Pariwar Temple	21-2577	2,848.00
643 Georges Road- Redevelop	21-2582	1,650.00
1382 Duane Street	21-2585	1,986.00
481 Blackhorse Lane- Warehouse	21-2586	13,482.00
716 Spruce Road- 2 Family Use	21-2589	1,500.00
Use-Gym/Fitness Center	21-2590	75.00
958 Edwin St. Subdivision	21-2591	75.00
Total Of All Projects:		<u>24,056.00</u>

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 7.a.

Minutes / Regular Council Meeting / May 20, 2019

ATTACHMENTS:

Description

Type

Minutes

Cover Memo

**NORTH BRUNSWICK TOWNSHIP |
MINUTES....**

**REGULAR MEETING
May 20, 2019**

A regular meeting of the North Brunswick Township Council was held on Monday, May 20, 2019 at 7:21pm in the Municipal Complex located at 710 Hermann Road, North Brunswick, Middlesex County, New Jersey.

Mayor Womack called the meeting to order.

Roll call:

Present: Messrs. Lopez, Andrews, Davis, and Corbin
Nays: None
Absent: Ms. Guadagnino, Mr. Socio

Ms. Russo announced that the notice requirements of the law have been satisfied. Notices were sent by certified mail on January 2, 2019 to the following:

a) The Home News Tribune b) Star Ledger c) North Brunswick Sentinel

Notice receipts are on file in the Municipal Clerk's Office. Also, notices were posted on the bulletin board in the Municipal Complex and filed in the Municipal Clerk's Office.

Councilman Davis led the assembly in the Pledge of Allegiance

Also present: Business Administrator Kathryn Monzo, Township Attorney Ron Gordon, Esq., Director of Parks, Recreation & Community Services Lou Ann Benson, Director of Public Works Eric Chaszar, Chief Financial Officer Cavel Gallimore, Director Community Development Michael Hritz, Municipal Clerk Lisa Russo and Administrative Assistant Marilu Ruiz.

Proclamations:

May - "Mental Health Awareness Month"

Dr. Lopez read the proclamation for Mental Health Awareness Month, for more than 50 years, Mental Health America has proclaimed May as, "Mental Health Awareness Month", to raise awareness, combat the social stigma & discrimination associated with mental illness that often prevents people from seeking help. Promote a message of hope and recover, and celebrate consumer strength and resilience. The Township of North Brunswick stands with those impacted by behavioral health challenges and pledges to increase awareness and greater understanding of these conditions. The Mayor and Council of the Township of North Brunswick, proclaim the month of May, 2019 as Mental Health Awareness Month and call upon all citizens to participate in efforts to increase awareness and better understanding of mental illness & addiction, and work towards eliminating stigma in North Brunswick Township!

May-Men's Health Month

Councilman Davis read the proclamation for Men's Health Month educating the public and health care providers about the importance of a healthy lifestyle and early detection of male health problems will result in reducing rates of mortality from disease. The Men's Health Network worked with Congress to develop a national men's health period as a special campaign to help educate men, boys, and their families about the importance of positive health attitudes and preventative health practices.

www.MensHealthMonth.org The Mayor and Council of the Township of North Brunswick Proclaim June as Men's Health Month and encourage all of our citizens to pursue preventative health practices.

Mayor Womack asked council members if any items are to be removed from the Consent Agenda. Mayor Womack called for a motion to approve items a through n on the consent agenda. Motion made by Mr. Davis to approve items 5a-5n on the agenda, second by Mr. Corbin

Consent Agenda

- a. 149-5.19 Item of revenue in budget (Chapter 159) Division of Highway Traffic Safety Grant - \$5,500.00
- b. 150-5.19 Authorizing budget transfers for Fiscal Year 2019 Appropriations (1)
- c. 151-5.19 Authorizing budget transfers for Fiscal Year 2019 Appropriations (2)
- d. 152-5.19 Deferring Additional School Tax Liability - \$850,000.00
- e. 153-5.19 Amending Contract BID17015 with Montana Construction Corporation, Inc. For the How Lane Pump Station Improvements Project under the Department of Public Works Sewer Division Closeout Change Order (\$28,622.85)
- f. 154-5.19 Authorizing the award of Contract BID19008 to Otto Environmental Systems LLC for (up to 3,000) 95 Gallon Roll-Out Containers
- g. 155-5.19 Authorizing the Youth Sports Festival to conduct Fireworks Displays
- h. 156-5.19 Authorizing the sale of seventy seven (77) Solar Renewable Energy Certificates (SRECS) via Auction
- i. 157-5.19 Authoring Award of Contract BID19004 To In-Line Services, Inc., for the purchase and installations of Water Meters
- j. 158-5.19 Authorizing A PSA with Greg Smith , Esq. LLC to serve as Public Defender for the North Brunswick Municipal Court
- k. 159-5.19 Determining the form and other details of its "Note relating to the Construction Financing Loan Program of the New Jersey Infrastructure Bank", to be issued in the principal amount of up to \$6,000,000 and providing for the issuance and sale of such note to the New Jersey Infrastructure Bank, and authorizing the execution and Delivery of such note by the Township in favor of the New Jersey Infrastructure Bank, all Pursuant to the New Jersey Infrastructure Bank Construction Financing Loan Program
- l. 160-5.19 Authorizing the renewal of Liquor License for 2019-2020 in the Township of North Brunswick
- m. 161-5.19 Resolution to adopt the provisions of Chapter 48, Retiree Benefits
- n. 162-5.19 Bill List

Roll call:

Ayes: Messrs. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

Mayor Womack called for a motion to approve item #6 on the agenda. Approval of Special Council Meeting minutes / April 29, 2019 so moved by Dr. Lopez and second by Mr. Andrews

Roll call:

Ayes: Messrs. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

Mayor Womack called for a motion to approve item #6 on the agenda. Approval of Regular Council Meeting Minutes / May 6, 2019 so moved by Mr. Andrews and second by Mr. Corbin

Roll call:

Ayes: Messrs. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

Mayor Womack called for a motion to close the public hearing, so moved by Mr. Andrews second by Mr. Davis.

Roll call:

Present: Mr. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: Ms. Guadagnino, Mr. Socio

Ordinances/First Reading/ Introduction:

#19-13 – An Ordinance of the Township of North Brunswick repealing and replacing Part 11, “General Legislation” Chapter 164 “Emergency Medical Services” of the Code of the Township of North Brunswick

Mayor Womack called for a motion to introduce Ordinance #19-13 so moved by Mr. Davis second by Lopez second reading and public hearing to be held at a regular meeting on May 28, 2019 at 7:00 pm in the Municipal Complex, 710 Hermann Road, North Brunswick, Middlesex County, New Jersey following legal publication in the May 23, 2019 issue of the Home News and Tribune as according to law. This ordinance is posted in the Municipal Complex and copies are available upon request.

Roll call:

Present: Mr. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

#19-14- An Ordinance of the Township of North Brunswick repealing various Chapters under Part I, “Administrative Legislation” of the Code of the Township of North Brunswick

Mayor Womack announced Ordinance # 19-14 will be tabled for further discussion. So moved by Mr. Andrews and second by Mr. Davis.

Roll call:

Present: Mr. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

#19-15 - An Ordinance of the Township of North Brunswick repealing and replacing under Part I, “Administrative Legislation” Chapter 69 “Police Department”, Article VI. Employment by outside entities of the Code of the Township of North Brunswick

Mayor Womack announced Ordinance # 19-15 will be tabled for further discussion. So moved by Mr. Davis and second by Mr. Andrews.

Roll call:

Present: Mr. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

Ordinances / Second Reading / Public Hearing:

#19-11 Ordinance /Second Reading and Public Hearing – An Ordinance amending and supplementing Chapter 205, “Land Use: of the Code of the Township of North Brunswick to delete Section 205.103(1) “Prohibited Signs”

Mayor Womack opened the Public Hearing.

Tony Nastus, a Township resident, stated that he objects to “Prohibited Signs” The Township should enforce and fines should be given.

Mayor called for Public Hearing. Mayor Womack called for a motion to close Public Hearing, so moved by Mr. Davis second by Mr. Andrews.

Roll call:

Present: Mr. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

Mayor Womack called for a motion to adopt Ordinance# 19-11. So moved by Mr. Andrews, second by Mr. Davis Ordinance No. 19-11 approved on second and final reading and referred to the Mayor for his action and then published in the May 23, 2019 issue of the Home News and Tribune.

Roll call:

Present: Mr. Lopez, Andrews, Davis and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

#19-12 Ordinance /Second Reading and Public Hearing – An Ordinance amending and supplementing Chapter 205, “Land Use: of the Code of the Township of North Brunswick to amend Section 205.105(1) “Billboards”

Mayor Womack opened the Public Hearing. No one for Public Hearing.

Mayor called for Public Hearing. Mayor Womack called for a motion to close Public Hearing, so moved by Mr. Davis second by Mr. Andrews.

Roll call:

Present: Mr. Lopez, Andrews, Davis, and Corbin
Nays: None
Abstain: None
Absent: Ms. Guadagnino, Mr. Socio

Mayor Womack called for a motion to adopt Ordinance# 19-12. So moved by Mr. Andrews, second by Mr. Davis Ordinance No. 19-12 approved on second and final reading and referred to the Mayor for his action and then published in the May 23, 2019 issue of the Home News and Tribune.

Reports from Mayor, Council, Administrator, CFO:

No reports

Mayor Womack opened the Public Hearing at 7:30 PM

Public Hearing:

Tony Nastus stated that he objects to “Prohibited Signs” the Township should enforce and fines should be given. He also had a situation with New Brunswick students while waiting for the bus on the North Brunswick side on Livingston Avenue. They are running on resident’s properties and littering. He would like the bus stop moved further towards Nassau Street on the New Brunswick side. Mr. Nastus also, wanted to know what is going on with the construction at King Tut? Are they going to be serving alcohol and food and when will their construction be over? Mr. Nastus also stated that on Thalia Street the Fire Hydrant is covered with rubble. He asked Township Atty. Ron Gordon about the legislation on out of state driver’s license, registrations, etc.

Rose Cipriani, thanked Kathy Monzo and Michael Hritz for the information she had requested. She wanted to know why she was not invited to the Senior Housing Board Meeting. She had a lot to discuss about the Township supplying the water for the Senior Housing. She also wanted to know who is responsible for their repairs? She does not want the tax payers to continue to subsidize for anything further in reference to the Senior Housing. She would also like to know what other subsidiary does the Townships tax payers pay for.

Gary Miller, owner of Remm Heating is having a problem with school buses parking at his location and damaging his grass. This has been an ongoing problem. He would like the Township to help him with this issue by inserting some sort of barrier that the vehicles cannot park on the grass or other places on his property.

Dan Patel wanted to know what the Township is doing about Plastic bags? Has the town done any research? The Mayor stated that they are looking to see what other Towns are currently doing and what the State is going to implement regarding this issue. Councilman Andrews asked Mr. Patel what were his thoughts on Banning Plastic Bags.

Resident Carol Pasamet, wanted to know if the Township had an ordinance in reference to releasing balloons. She also stated that there is a lot of litter on Jersey Avenue and Rte. 1 and the township should consider putting (No Littering signs w/ fines). She would not like to see animals at the Youth Sports Festival on June 13th-23rd because they are not treated well especially tigers, elephants etc.

Mayor Womack called for a motion to adjourn the public hearing. So moved by Mr. Davis second by Mr. Andrews.

Roll call:

Present:	Mr. Lopez, Andrews, Davis, Corbin
Nays:	None
Abstain:	None
Absent:	Ms. Guadagnino, Mr. Socio

Mayor Womack called for a motion to adjourn the meeting. So moved by Mr. Lopez second by Mr. Davis.

Roll call:

Present:	Mr. Lopez, Andrews, Davis, Corbin
Nays:	None
Abstain:	None
Absent:	Ms. Guadagnino, Mr. Socio

Adjourn 8:23 PM

Lisa Russo
Municipal Clerk

PROCLAMATION

By Mayor and Council – Township of North Brunswick

WHEREAS, despite advances in medical technology and research, men continue to live an average of five years less than women with Native American and African-American men having the lowest life expectancy; and

WHEREAS, educating the public and health care providers about the importance of a healthy lifestyle and early detection of male health problems will result in reducing rates of mortality from disease; and

WHEREAS, men who are educated about the value that preventive health can play in prolonging their lifespan and the role as productive family members will be more likely to participate in health screenings; and


WHEREAS, fathers who maintain a healthy lifestyle are role models for their children and have happier, healthier children; and

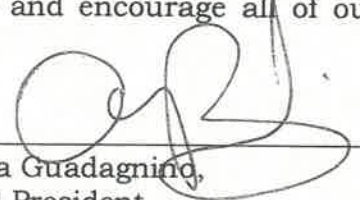

WHEREAS, the Men's Health Network worked with Congress to develop a national men's health awareness period as a special campaign to help educate men, boys, and their families about the importance of positive health attitudes and preventative health practices; and

WHEREAS, the Men's Health Month website has been established at www.MensHealthMonth.org and features resources, proclamations, and information about awareness events and activities, including Wear Blue for Men's Health; and

WHEREAS, Men's Health Month will focus on a broad range of men's health issues, including heart disease, mental health, diabetes, and prostate, testicular and colon cancer.

NOW THEREFORE, WE the Mayor and Council of the Township of North Brunswick, **Do Hereby Proclaim**, June as Men's Health Month and encourage all of our citizens to pursue preventative health practices.


Francis M. Womack, III
Mayor of North Brunswick


Amanda Guadagnino,
Council President

Lisa Russo,
Municipal Clerk

May 20, 2019



Proclamation

2019

Mental Health

WHEREAS, the U.S. Surgeon General's Report on Mental Health has concluded that mental health is an essential component of overall health and well-being;

WHEREAS, for more than 50 years, Mental Health America has proclaimed May as, "Mental Health Awareness Month", to raise awareness about mental health, combat the social stigma & discrimination associated with mental illness that often prevents people from seeking help, promote a message of hope and recovery, and celebrate consumer strength and resilience;

WHEREAS, people with mental illness & addiction recover if given the necessary supports & services in the community, yet many avoid seeking help due to stigma and the fear of discrimination;

WHEREAS, the Township of North Brunswick recognizes the stigma associated with mental illness & addiction and acknowledges that many people may remain unserved because of the stigma of seeking help. This month we call attention to this so we can bring mental illness and addiction out of the shadows and encourage treatment and support. We acknowledge that greater public awareness about mental health & addiction recovery can change negative attitudes and behaviors;

WHEREAS, the Township of North Brunswick stands with those impacted by behavioral health challenges and pledges to increase awareness and greater understanding of these conditions. We will work to reduce stigma and discrimination, and increase appropriate, accessible supports and services. We will strive to promote a message of hope and the belief that healing and recovery are attainable;

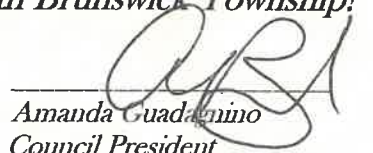
Now, THEREFORE, We, the Mayor and the Council of the Township of North Brunswick, do hereby proclaim the month of May, 2019 as Mental Health Awareness Month and call upon all citizens to participate in efforts to increase awareness and better understanding of mental illness & addiction, and work towards eliminating stigma in North Brunswick Township!



Francis M. Womack III
Mayor



Lisa Russo, Township Clerk
May 20, 2019



Amanda Guadagnino
Council President



Lou Ann Benson
Director of DPRCS

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 8.a.

**#19-14 - An Ordinance repealing and replacing Part I, "Administrative Legislation" Chapter 61
"Personnel" of the Code of the Township of North Brunswick**

ATTACHMENTS:

Description

Type

Ordinance

Cover Memo

AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK
REPEALING AND REPLACING
PART I, "ADMINISTRATIVE LEGISLATION"
CHAPTER 61 "PERSONNEL"
OF THE CODE OF THE TOWNSHIP OF NORTH BRUNSWICK

PREAMBLE, whereas it is necessary to update personnel policies from time to time to reflect changes in the workplace to comply with state and federal legislation, as well as new benefit standards addressed in collective bargaining agreements. In the absence of a position or personnel matter being covered by a collective bargaining agreement, Personnel Chapter 61 of the municipal code provides the framework for uniform and consistent administration for both the employer and employee to follow regarding municipal policies, procedures, and benefits. The Governing Body has the right and discretion to repeal, replace, amend and substitute personnel policies as it deems in the best interest of the Township.

BE IT ORDAINED by the Township Council of the Township of North Brunswick, County of Middlesex County and State of New Jersey, that the following Chapter and Articles are hereby repealed, replaced, amended or substituted with language as revised herein, and shall be codified and consolidated into chapters of the Code of the Township of North Brunswick:

Item 1: Repealed in its entirety - Chapter 61 "Personnel"

Item 2: Chapter 61 "Personnel" is replaced with the following:

Chapter 61 Personnel.**Article I Definitions / Provisions regarding Labor Laws enforced under this Chapter.**

§ 61-1 Definitions as used in this Chapter.

§ 61-2 Provisions regarding Labor Laws enforced under this Chapter.

Article II Employment.

§ 61-3 Application for Employment.

§ 61-4 Merit System.

§ 61-5 Background Check.

§ 61-6 Fit for duty exam.

§ 61-7 Residency.

§ 61-8 Job requirement verification.

§ 61-9 Acceptance of terms of employment.

§ 61-10 Types of employment with the Township.

§ 61-11 Personnel policy and procedures.

§ 61-12 Duties.

§ 61-13 Compensation.

Article III Personnel Benefits – Leave and granted time off.

§ 61-14 Holidays.

§ 61-15 Vacation leave.

§ 61-16 Sick leave.

§ 61-17 Personal leave.

§ 61-18 Bereavement Leave.

§ 61-19 Jury Duty.

§ 61-20 Compensatory Time.

§ 61-21 Absence due to injury or disease received in the line of duty.

§ 61-22 Absence due to military purposes.

§ 61-23 Approved Leave of Absence.

Article IV Personnel Benefits - Medical.

§ 61-24 Health, prescription, and dental benefits.

§ 61-25 Internal Revenue Code – Medical/Dependent Care Spending Accounts.

Article V Personnel Benefits –Pension.

§ 61-26 Pension.

Article VII Indemnification of Employees.

§ 61-27 Indemnification of employees, appointees and officials.

§ 61-28 Applicability of provisions.

§ 61-29 Non-applicability of article provisions.

§ 61-30 Provisions to apply to excess of insurance against losses.

§ 61-31 Scope of defense.

Article I Definitions / Provisions regarding Labor Laws enforced under this Chapter.**§ 61-1 Definitions as used in this Chapter.**

As used herein, the following words have been defined, unless the context otherwise indicates.

Active Employee – Shall mean a current employee, paid or unpaid, that has not separated from the Township by a formal action that may include: resignation, termination, retirement or death.

Administrative Employee – Shall mean an employee whose primary duty involves non-manual office work directly related to management policies or general business operations, and requires the exercise of discretion and independent judgment.

Administrative Time – For irregular or occasional excess hours worked; as an alternative to overtime or compensatory time when an employee, that is not eligible to receive overtime, accumulates time, on an hour-for-hour basis, for hours worked over 40 hours in a workweek, to be used at a later date as time off. Examples where administrative time may be accrued include; working at a public event, during inclement weather, or responding to an emergency event.

Appointed Position - Job title that is permitted or required by state law or local ordinance to be filled and govern the requirements of the job. An appointed employee serves for a fixed term of employment, or at the pleasure of officials identified to serve as the appointing authority.

Base Salary – Employee's rate of pay that will be within the salary range of the current published ordinance. For full-time salaried employees that are enrolled in the PERS, this shall be the "pensionable salary". The base salary may include the following: payments made for occasional periods when no work is performed due to vacation, holiday or other similar cause; reimbursements, contributions made by the employer to a third person pursuant to a bona fide plan providing for retirement, life, accident, health or similar benefits; additional premium compensation for hours worked in excess of eight hour per day or for work on Saturdays, Sundays, or holidays; or overtime compensation. Under DCRP, for employees hired after July of 2007, for whom pensionable salary is limited to the salary on which social security contributions are based, the employee's total, pension plus DCRP eligible base salary would be used. It would also be equal to the annualized amount on which an hourly rate-based salary is structured.

Chapter 78 – Shall refer generally to Chapter 78 of the Laws of 2011, the pension and health benefits reforms law.

Collective negotiation agreement of collective bargaining unit – A contract between the Township as the employer and a union, negotiated pursuant to the Public Employment Relations Act. Individual management agreements are excluded from this term.

Compensation – The total value of everything the employer provides, or offers, an employee in exchange for working.

Compensatory Time – For irregular or occasional overtime work; as an alternative to additional compensation, when the employee is exempt from receiving overtime, such as a "manager" or "administrative" employee. They shall accumulate time, on an hour-for-hour basis, for time worked over 40 hours in a work week, to be used at a later date as time off.

Confidential Employee – An employee whose functional responsibility or knowledge in connection with the issues involved in the collective negotiation process would make his or her membership in any negotiating unit incompatible with his or her official duties.

Days – Calendar days unless specifically identified in this chapter otherwise.

Defined Contribution Retirement Program (DCRP) – Pursuant to N.J.S.A 43:15C-1 et seq., provides eligible members with a tax-sheltered, defined contribution retirement benefit.

Donated Sick Leave – A leave program which allows employees to donate accumulated time to coworkers that are experiencing a catastrophic illness and their own time has been exhausted. As required, the Township’s current plan to participate in this program has been approved by the Civil Service Commission.

Elected Official – Persons holding the position of Mayor and Council for the Township.

Exempt and Non-Exempt Position – Federal legislation which, among other things, requires an employer to pay certain of its employee premium overtime for hours worked in excess of 40 hours in a week. Employees may either be classified as Covered (non-exempt) or Exempt if they meet certain criteria and standards. Exempt includes executive, management, administrative, confidential and elected officials, which are excluded from the provisions of overtime under the Fair Labor Standards Act based on responsibilities of the job.

Full-Time Employee – An employee whose regular hours of work are more than 30 hours per normal or routine workweek for the Township.

Fringe Benefits – The *New Jersey Wage Payment Law* and *Selected Labor Laws* enforce separate benefit packages, which the Township has agreed to provide certain employees; including compensation for holiday, vacation and personal days, and reimbursement of the certain expenses.

Holiday – Shall mean a legal holiday or special holiday authorized by law or executive order.

Interim Appointment – A non-permanent appointment to the same title as that of a permanent employee who is on leave of absence, indefinite suspension, has been demoted or removed from the position or is pending the results of an appeal.

Municipal Department Head “Director” – Appointed position under the direct executive authority of the Mayor that oversees an administrative department. This includes, Department of Finance, Department of Public Safety, Department of Public Works, Department of Community Development, and the Department of Parks, Recreation and Community Services.

New Jersey Division of Pensions and Benefits “NJDPB” – State approved division with certain legislative power to promulgate rules and regulations, under the State of New Jersey, Department of Treasury.

Overtime – In accordance with the federal Fair Labor Standards Act, the Township shall pay overtime compensation to non-exempt employees when they “work” in excess of 40 hours per week, at an hourly rate of not less than one and one-half times their regular rate of pay. The term work shall mean “actually worked”; rather than time spent in a pay cycle when no work is performed, i.e. sick/vacation.

Part Time Employee – Shall mean an employee whose regular hours of work are less than 30 hours per normal or routine work week.

Permanent Employee – Shall mean an employee who has received notification of appointment in accordance with the Civil Service Commission and has successfully completed the working test period, if required for the position. A Permanent Employee may be part time or full time.

Position – A collection of duties and responsibilities assigned to a job.

Provisional Employee – Shall mean an employee receiving salary and certain benefits in the same manner that a permanent employee receives, but has no status or rights to continued employment.

Public Employment Retirement System (PERS) – Pension fund under State administered Retirement System, with administrative authority assigned to the New Jersey Department of Pensions and Benefits.

Police and Firemen’s Retirement System (PFRS) – Pension fund under State administered Retirement System, with administrative authority assigned to the New Jersey Department of Pensions and Benefits.

Public Employment Relations Commission (PERC) – State authorized agency that hears cases from employees or unions on unfair labor practices in State and local government jurisdictions.

Record of Hours Worked – An employee shall be required to submit a true and accurate record of the hours worked and shall furnish to their direct supervisor, or their authorized representative, a sworn statement of the same in the manner prescribed by the Township as the employer. Such records shall be open to inspection by Township officials and may be subject to the laws governing the Open Public Records Act.

Requirements for Position – The minimum qualifications that are required for successful performance of the job duties.

Salary Range – In accordance with the most recent municipal ordinance, the range of salary paid for a position or title.

Sick Day or Sick Leave – A type of paid leave in which an employee may use time off due to personal illness or injury, because of exposure to contagious disease, to care for a sick member of the immediate family, or due to the death of a member of the immediate family.

Temporary “Seasonal” – Positions that exists for a term of six months or less and are hired to perform a job that is needed on short term basis.

Training – Pre-planned instruction with specific outcomes designed to develop or improve employee performance through the acquisition or enhancement of knowledge, skills, and attitudes.

Work – As used herein shall mean work actually performed by the employee for the benefit of the Township, and does not include time the employee spent in pay status when no work was performed (i.e. used sick time, vacation time, compensation time, leave of absence or other accrued time).

Workweek – The designation assigned to a title to reflect the number of hours worked in a normal week and the title's status. Full time employees shall have either a 37.5-hour or 40-hour workweek as determined by the department and position they are assigned under. The workweek of part time employees shall be subject to the discretion of the Director they are assigned under.

Civil Service Commission (CSC) – An independent agency created by State legislation that establishes employment rules and regulations to be administered by appointing authorities; administers examinations for employment and promotions; classifies jobs; identifies potential candidates for employment; and resolves appeals and disputes filed by State, county and municipal civil service employees.

CSC - **Competitive Title** – Permanent titles that are subject to an examination process and successful completion of a working test period.

CSC - **Non-competitive Title** – Permanent titles in the career service where competitive testing is not required due to the nature of the knowledge, skills, and abilities associated with the job or difficulties associated with recruiting.

CSC - **Classified Position** – Para-professional position as determined by the CSC.

CSC - **Unclassified Position** – Includes job titles that are permitted or required by State Law or local ordinance to be unclassified and these laws or ordinances govern these job titles. An individual who has an unclassified appointment serves for a fixed term of employment or at the pleasure of the Township as the employer/appointing authority, and may not accrue seniority or permanency in the unclassified job title. Titles include confidential and managerial positions as determined by the CSC.

CSC – **Appointing Authority** – Any State government department or local agency person (Business Administrator) having power of appointment and/or removal of an employee. Ensures employment actions are administered in a manner consistent with CSC rules and regulations.

§ 61-2 Provisions regarding Labor Laws enforced under this Chapter.

New Jersey Administrative Code (N.J.A.C. 4A-1 et seq.) – Regulates the activities relating to employment, tenure and discharge of certain State employees and certain employees of local government and political subdivisions under the authority of the Civil Service Commission.

New Jersey Statutes Annotated, Municipalities and Counties Civil Service Act (N.J.S.A. 11A-1 et seq.) – State legislation which governs the ways in which local governments must operate. Includes, New Jersey law governing the employment, tenure and discharge of certain employees; and establishes the Civil Service Commission as a principal department under the Executive Branch of New Jersey State government.

New Jersey Wage and Hour Law (N.J.S.A.34:11-56a et seq.) – Under the New Jersey Department of Labor and Workforce, establishes a minimum wage level for workers in order to safeguard their health, efficiency, and general well-being and to protect them, as well as their employers, from the effects of serious and unfair competition resulting from wage levels detrimental to their health, efficiency and well-being.

New Jersey Security and Financial Empowerment Act “NJ SAFE ACT” N.J.S.A.34:11B-3, et seq. (P.L. 2019, c.37) – Provides that certain employees are eligible to receive an unpaid leave of absence, for a period not to exceed 20 days in a 12-month period, to address circumstances resulting from domestic violence or a sexually violent offense.

New Jersey Family Leave Act “NJFLA” (N.J.S.A. 34:11B-1 et seq.) – Provides for family leave for employees in certain cases and prohibits certain employer practices by establishing interpretations of the provisions of the statute.

Family Medical Leave Act “FMLA” (Federal Code Title 29 Labor, Subtitle B, Chapter 5, Subchapter C, Part 825) – A federal law that guarantees that certain employees are eligible to receive up to 12 workweeks of unpaid leave in a year with no threat of job loss.

New Jersey Earned Sick Leave (N.J.S.A. 34:11D-1 et seq.) – Provides for minimum employer requirements related to an employee’s sick leave benefit.

Federal Fair Labor Standards Act “FSLA” (Federal Code Title 29, Chapter 8) – Federal legislation which, among other things, requires an employer to pay certain covered (non-exempt) employees premium overtime for hours worked in excess of 40 hours in a workweek.

New Jersey Tort Claims Act (N.J.S.A. 59:1-1 et seq.; L. 1972, c.45) empowers all local public entities to indemnify local public employees consistent with the provisions of said Act.

Open Public Records Act “OPRA” (N.J.S.A. 47:1A-1 et seq.) – A State law enacted to give the public greater access to government records maintained by public agencies in New Jersey.

Article II Employment.**§ 61-3 Application for Employment.**

Township job opportunities shall be posted to the municipal website at www.northbrunswicknj.gov. Candidates can submit an employment application in response to an official job posting, as issued by the Township. Applications can be submitted online or in person to the Office of the Business Administrator / Human Resources. General Resumes via email or delivery without an application for employment are not considered a formal response to a job posting.

§ 61-4 Merit System.

All permanent employees, appointments and promotions made by the Township shall be hired and/or authorized in accordance with the Civil Service Commission (CSC), as created and defined by State legislation, which is based on merit and ability in accordance with the requirements of the Constitution, statutes and applicable regulations of the State of New Jersey. Under the CSC, applications may be weighted by criteria including residency, knowledge, skills and veteran status.

§ 61-5 Background Check.

- A. As a condition of employment, a prospective candidate, including but not limited to, police officer, police dispatcher, special law enforcement officer, court attendant, fire prevention officer, code enforcement officer, informational technology staff, recreation staff, park ranger, custodian, drivers, operators, and persons in positions requiring individual involvement with children or elderly care, may be subject to a criminal background check. In order to facilitate such background checks, such persons may be subject to fingerprinting by the police department and shall execute the appropriate consent form.
- B. The results of a background check shall not be considered public information and shall be released only to the Business Administrator, Director of Public Safety, Deputy Chief of Police or their designee, or the municipal attorney.
- C. If the Business Administrator, Director of Public Safety, Deputy Chief of Police or their designee makes a determination to reject a prospective employee as a result of the information obtained from the background investigation, the prospective employee shall be advised and the portions of the report upon which the recommendation is based shall be shared with the individual.

- D. The costs of the background checks shall be borne by the applicant for the position.
- E. The positions for which background checks shall be conducted, as set forth in subsection (a) of this section, may be amended and supplemented at any time as deemed necessary based on the job responsibilities.

§ 61-6 Fit for duty exam.

- A. As a condition of employment, a prospective candidate may be required to take a medical examination to determine their fitness for duty.
- B. Fit-For-Duty examinations are used to determine the candidate's ability to perform their job duties, as specified by the job title outlined by the Civil Service Commission.
- C. Drug testing is included in a Fit-For-Duty examination.
- D. Information on a candidate's medical report issued will be kept on file in the Business Administrator's office in a secured location and maintained confidential.

§ 61-7 Residency.

- A. State Residency - In accordance with the New Jersey First Act P.L. 2011 c70, effective September 1, 2011, public employees are required to obtain New Jersey residency within one (1) year of employment, unless granted an exemption from a State appointed committee. No distinction is made between "types" of appointments, that is, temporary, part-time, full-time, classified or unclassified.
- B. Municipal Residency - Whenever the appointing authority for the Township shall determine that there are certain specific positions of employment requiring special talents or skills which are necessary for the operation of the Township, and which are not likely to be found among the residents of the Township, such positions of employment so determined may be filled without a requirement as to residency within the Township. The criteria for such positions of employment shall be determined as follows:

- 1) Any position the services of which are specialized and qualitative in nature.
- 2) Any position which requires expertise and extensive training.
- 3) Any position, the services of which will be required to be performed by an individual who has a proven reputation in the particular field or endeavor.
- 4) Any position where the talents, skills, services or other important characteristics of which cannot be reasonably described by written specifications.
- 5) Any position, the services of which will be performed by a person authorized by law to practice a recognized profession or a person whose practice is regulated by law.
- 6) Any position whose performance requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.

C. Employment Residency - A non-resident employee appointed pursuant to this article shall not be required to become a resident of the Township as a condition of continued employment.

§ 61-8 Job requirement verification.

The Civil Service Commission outlines under each job title, specifications including but not limited to; experience, license(s), education, certification, degree, other knowledge and abilities required when performing necessary functions of the position. When being considered for employment, the candidate must submit necessary documentation for Township officials to verify the accuracy of the candidate's records.

§ 61-9 Acceptance of terms of employment.

All candidates that have been selected for a position with the Township are encouraged to request and review the Employee Handbook, the Municipal Code, and information about the municipal benefits offered. Accepting a position with the Township is an employee's acknowledgment and agreement as to the Township's conditions of employment.

§ 61-10 Types of employment with the Township.

A candidate who has been hired by the Township shall be assigned under the following categories, in accordance with the Civil Service Commission. Eligibility and/or membership in a collective bargaining unit shall be based on employment status and the Civil Service Commission Job Title "Position". Employees not covered by the provisions of collective bargaining agreement or employment contract shall fall under the requirements and benefits outlined within this Chapter.

Example: (Status) **Permanent**, (Position Class) **Classified**, (Job Title) **Account Clerk**,
(Position) **Non-exempt**, (Hired under) **Merit**.

Status	CSC Position Class	CSC Job Title	Position Description	Hired Under
Temporary	Career Competitive	Specification Code	Exempt	Merit
Provisional	Career Non Competitive		Non-exempt	Elected
Permanent Part Time	Classified			Appointed
Permanent Full Time	Unclassified			Member
Term				

§ 61-11 Personnel policy and procedures.

- A. The Mayor, working with the Business Administrator, is empowered to establish and maintain a system of personnel policy and procedures, collectively known as the "Employee Handbook". As updates are announced under federal, State or municipal legislation regulating labor law, they will be reviewed, and amendments may be made from time to time, as enacted under executive order of the Mayor and/or Business Administrator or by Council action. A current copy of the Employee Handbook along with amended sections shall be maintained in the Office of the Clerk, Administration, published online under the payroll software for employee access, and provided electronically to any unpaid member of a board, commission, agency, authority, advisory committee or other body under the Township Code who is appointed by the Mayor and or/with Council consent.

- B. The Code of Ethics shall be incorporated into the personnel policy and procedures manual "Employee Handbook". The Code of Ethics applies to any Township elected official, appointee or employee, whether paid or unpaid, including members of any board, commission, agency, authority or other body that's members are appointed by the Mayor and/or Township Council, as listed in the municipal code. Amendments to the Code of Ethics policy shall be recommended by the Board of Ethics or a Mayor appointed Ad Hoc Committee, designated to review the code, and shall be effective only when adopted by resolution of the Township Council. If any article, section, subsection, clause or phrase of the Code of Ethics is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions or provisions of the Code of Ethics.
- C. The following "personnel matters" are addressed within the handbook:
- 1) The classification of all Township positions, based on the duties, authority and responsibility of each position, with adequate provision for reclassification of any position whenever warranted by changed circumstances, including organizational charts with positions for each municipal department and office;
 - 2) A pay plan for all Township positions;
 - 3) Employee rights;
 - 4) Code of Ethics;
 - 5) Financial Disclosure;
 - 6) Policies and procedures regarding Affirmative Action;
 - 7) Policies and procedures regarding education and training (required and requests);
 - 8) Policies and procedures regarding outside employment;
 - 9) Policies and procedures regarding performance evaluations;
 - 10) Policies and procedures regarding the treatment and use of municipal property;
 - 11) Policies and procedures regarding standby, on-call and overtime;
 - 12) Policies and procedures governing relationships within the organization;
 - 13) Policies and procedures regarding membership with a volunteer organization;
 - 14) The hours of work, attendance regulations and provisions for time off;

- 15) Policies and procedures for a Leave of Absence
(Donated Leave / FMLA / Military / Paid / Unpaid);
- 16) Policies and procedures for Fit-for-Duty exams;
- 17) Policies and procedures for drug testing;
- 18) Policies and procedures for incidents, accidents, and injury;
- 19) Policies and procedures regarding employer records and the dissemination of
information (Manuals/Notifications/Updates/Job announcements/Promotional
announcements/OSHA);
- 20) Policies and procedures regarding political campaigning;
- 21) Policies and procedures regarding an employees work under a grant, or a state or
federal reimbursement program.
- 22) Policies and procedures regarding an employee's separation from employment;
- 23) Policies and procedures regarding an employee's response and / or interaction under
the Open Public Records Act "OPRA";
- 24) Policies and procedures regarding use of personal social media;
- 25) Rules and procedures regarding an employee filing a complaint;
- 26) Employee rights to collective bargaining;
- 27) Policies and procedures regulating a reduction in force, furlough, and elimination of
position;
- 28) The policies and procedures governing persons holding appointments (Seasonal
/Provisional / Permanent / Tenured);
- 29) Grievance procedures; and
- 30) Other practices and procedures necessary or desirable to the administration of a sound
personnel system.

§ 61-12 Duties.

All job titles created under this Chapter shall be authorized by municipal ordinance. As the Township is a member of the Civil Service Commission, a complete list of respective duties and requirements for each position shall be found on file with the CSC. After an employee has been hired, it is their responsibility to meet the continued requirements of the job specification.

<https://info.csc.state.nj.us/TitleList/LocalList.aspx>

§ 61-13 Compensation.

- A. All Township employees, except those employees covered by the provisions of collective bargaining agreement or employment contract, shall be paid in accordance with the current salary ordinance range, in the same manner as other officers and employees.
- B. All employees and elected public officials who receive compensation from the Township are mandated to have direct deposit of their compensation, in accordance with Chapter 28, P.L. 2013, as defined under N.J.S.A. 52:14-15f et seq.
- C. Generally, salary adjustments for non-union employees will be considered and, if issued, provided for on an annual basis in the month of January.
- D. Removal of Longevity. All employees as of 12/31/2019, currently receiving longevity, shall receive a one-time increase in their base pay by the amount they would have received under a prior ordinance. Beginning 1/1/2020 longevity will be eliminated and there will be no further payouts of longevity. If an employee is within 12 months (after 12/31/19) of receiving an increase or initial longevity stipend, that amount will be considered as the current amount of longevity to be added to the base pay. Employees covered by the provisions of collective bargaining agreement are exempted for this section.
- E. Removal of On-call Pay. Beginning 7/1/2019 on-call pay will be eliminated and there will be no further payments for on-call. Employees covered by the provisions of collective bargaining agreement are exempted for this section.
- F. Removal of Overtime. Beginning 7/1/2019 executive, administrative, or information technology positions that are deemed “exempt” shall not be eligible for overtime, however, they will be eligible to accrue and use compensatory time. Employees covered by the provisions of collective bargaining agreement are exempted for this section.

Article III Personnel Benefits – Leave and granted time off.

§ 61-14 Holidays.

A. The following official holidays shall be observed by the Township unless an alternate day or holiday is authorized under a separate agreement. All full-time employees, except those employees covered by the provisions of collective bargaining agreements or employment contracts, shall receive holiday leave in accordance with the following schedule:

1. New Year's Day
2. Martin Luther King Day
3. Presidents Day
4. Good Friday
5. Memorial Day
6. Independence Day
7. Labor Day
8. Columbus Day
9. General Election Day
10. Veterans Day
11. Thanksgiving Day
12. Friday after Thanksgiving Day
13. Christmas Day

B. Typically, if a holiday falls on Saturday, it shall be observed on the preceding Friday. If a holiday falls on a Sunday; it shall be observed on the following Monday.

C. In the event that one of the holidays hereinabove enumerated occurs during an employee's vacation or while an employee is on sick leave, no charge therefore will be made against the accrued balance of the employee's account.

§ 61-15 Vacation leave.

A. Effective January 1, 2020, all provisional or permanent **full-time** employees in a paid status, except those covered by the provisions of collective bargaining agreement or employment contract, shall receive vacation leave in accordance with the following schedule:

- 1) Up to the first calendar year of employment or portion thereof, the employee shall receive one day of vacation leave for each complete month of service up to and including December 31st within that first calendar year. Thereafter, on January 1st of each year an employee shall be granted the following vacation days based on each completed calendar year.

<u>Years of Service</u>	<u>Vacation Leave Days</u>
1 to 5	13
5 to 10	16
10	21
11+	21, plus 1 additional day for each 2 years of service, after year 10, capped at 25 days

- 2) The following provisions shall also apply to vacation leave time:
 - a) Prior service with the Township or other New Jersey government entity shall count towards years of service for vacation entitlement and shall be calculated based on time served.
 - b) Time shall be granted and taken in hours based on an employee's regular work day.
 - c) Time used must be approved in advance by the employee's direct supervisor in accordance with process outlined within the Employee Handbook.
 - d) When an employee is on an unpaid status, accrual of vacation time ceases. In the year of an approved unpaid leave of absence, time shall be prorated.
 - e) Unused vacation days carry only to the end of the next succeeding year. The Business Administrator is granted authority to permit an exception that permits accumulated time to be carried past the next succeeding year. However, there shall be no payment made upon separation for accrued time past what is authorized under Section 1 herein above.

- f) An employee may surrender and receive payment, at their current rate of pay, of up to 1/2 of his/her annual allotted vacation leave. The surrender/payment option must be requested prior to December 31st of the current year, by written notice to the Business Administrator.
- g) In the year that an employee discontinues his/her employment with the Township for any reason, the vacation time allotted on January 1st of that year, shall be prorated to the portion of the year the employee was employed. If an employee has exceeded the prorated vacation leave allotted to him/her, then the employee's final pay shall be adjusted to recoup the value of any vacation leave used in excess of the prorated vacation leave available.
- h) When an employee discontinues employment for any reason, the balance of vacation leave time shall be paid at the rate of pay the time it was earned.

For example: If an employee retires December 31st and, based on years of service, is entitled to 16 days a year. Under a scenario where 20 days of time are to be paid out; 4 days shall be at the prior year's rate of pay and 16 days shall be at the current rate of pay.

B. Effective January 1, 2020, employees that have been appointed permanently to a **part time** position shall accrue one hour of earned vacation time for every 30 hours worked, up to a maximum of 40 hours in a twelve month period. "Seasonal" employees are exempt from this section.

- 1) Time used must be approved in advance by the employee's direct supervisor in accordance with process outlined within the Employee Handbook.
- 2) At any given time, accrued and unused vacation days shall be capped at 80 hours.
- 3) When an employee discontinues his/her employment for any reason, the balance of vacation leave time shall be paid rate of pay the time was earned.

§ 61-16 Sick leave.

All active employees, except those covered by the provisions of a collective bargaining agreement or employment contract, shall receive sick leave in accordance with the following time outlined herein below:

A. Up to the first calendar year of employment or portion thereof, all **full-time** employees shall be granted one day of sick leave for each completed calendar month of service through December 31st of that year. In each succeeding year of employment an employee shall be allotted 15 days of sick leave per year on January 1st of each year.

- 1) In a year that an employee discontinues his or her employment with the Township, the 15 sick leave days newly allotted in that year on January 1st shall be prorated to the portion of the year the employee is employed. If an employee has exceeded his or her accumulated sick leave in his or her final year of employment, then the employee's final pay shall be adjusted to recoup the value of any sick leave used in excess of the accumulated sick leave available.
- 2) Time shall be taken in hours based on an employee's regular work day.
- 3) Notification of time used must be provided in advance of the work day to the employee's direct supervisor or designee, in accordance with process outlined within the Employee Handbook.
- 4) Unused sick time shall accumulate from year-to-year.
- 5) Upon separation, due to retirement with the New Jersey Division of Pensions and Benefits; an employee may sell back accumulated sick leave time at 33% of the hourly rate of pay, at the rate of pay the time was earned, up to a maximum payment amount of \$15,000.00.

For example: If an employee retires December 31, and based on time accumulated, is entitled to 45 days; 15 days of time shall be paid out at the preceding prior year's rate of pay, 15 days shall be at the prior year's rate of pay, and 15 days shall be at the current rate of pay.

- 6) Annual sell back of sick leave. At the end of any given year, if an employee has over 30 days of accrued sick time, they may sell back up to a maximum of 5 days that year, at their current rate of pay as of December 31.
 - 7) Donated sick leave. If at the end of any given year an employee has contributed time under the donated sick leave policy, and has between 15 and 30 days of accrued sick time, they may sell back up to a maximum of 5 days that year at their current rate of pay as of December 31.
- B. Effective October 29, 2018, employees that have been appointed ***permanently to a part time position*** shall accrue one hour of earned sick leave for every 30 hours worked, up to a maximum of 40 hours in a twelve month period.
- 1) Notification of time used must be provided in advance of the work day to the employee's direct supervisor or designee, in accordance with process outlined within the Employee Handbook.
 - 2) Carryover. Unused sick time shall accumulate from year-to-year but shall be capped at 40 hours.
 - 3) Upon separation, due to retirement with the New Jersey Division of Pensions and Benefits; an employee may sell back accumulated sick leave time at 33% of the hourly rate of pay, at the rate of pay the time was earned, up to a maximum payment for 40 hours.
 - 4) Annual sell back of sick leave. Permanent part time positions are not eligible to sell back accrued sick time.

C. Employees that have been appointed to a ***seasonal position***, or have a position that does not extend past a one year appointment, shall accrue one hour of earned sick leave for every 30 hours worked, up to 40 hours in a twelve month period.

- 1) There shall be a 120 calendar day waiting period before an employee can use accrued sick leave time.
- 2) Notification of time used must be provided in advance of the work day to the employee's direct supervisor or designee, in accordance with process outlined within the Employee Handbook.
- 3) When a seasonal employee discontinues employment with the Township, there shall be no payment made for accumulated sick leave time.
- 4) If a previous employee is reinstated by the Township within six month of his/her separation from employment with the Township, the Township shall reinstate previously accrued earned time and the employee shall receive prior credit towards the new 120-day waiting period, by the total number of calendar days worked by the employee prior to the separation.
- 5) If a previous employee is reinstated by the Township after a break in employment of more than six months, previous time shall not be reinstated and the employee will have a zero balance of accrued sick leave on the first day of reemployment and will not be eligible to use earned sick leave for 120 days after recommencing employment.

§ 61-17 Personal leave.

All ***permanent full-time employees***, except those covered by the provisions of collective bargaining agreement or employment contract, shall receive the equivalent of three personal leave days annually; based on the employee's routine work schedule. Employees may use their personal leave without obtaining prior written approval from their supervisor, but employees are expected to give advance notice to their supervisor, whenever possible. Personal leave days must be used in the calendar year given or will be forfeited at year end.

§ 61-18 Bereavement Leave.

Bereavement leave refers to the time an employee takes away from work as a result of the death of a family member or loved one. In addition to personal leave that can be used for grieving the loss of a loved one, all permanent, full-time employees, except those covered by the provisions of collective bargaining contract, shall receive bereavement leave in accordance with the following schedule:

- A. Employees shall be entitled up to five (5) work days off, without loss of pay, in the event of the death of a following “immediate” family member: parent, spouse, sibling, child, grandchildren, stepchildren, foster child or resource family child, that may or may not reside in the same residence; or person, partner, or significant individual who resides permanently in the same residence.
- B. Employees shall be entitled up to three (3) work days off, without loss of pay, in the event of the death of a following “immediate” family member: grandparent, parent/ sibling/ son or daughter-in-law, or miscarriage of a child.
- C. Employees shall be granted up to one (1) day off, without loss of pay, to attend a funeral and/or any post-death bereavement ceremony for a non-immediate family relative defined as uncle, aunt, nephew, niece, or cousin.
- D. Employees shall be granted up to one (1) day off per calendar year, without loss of pay, to attend a funeral and/or any post-death bereavement ceremony of a close, non-family individual. This includes a co-worker, significant other that was residing with an “immediate” family member, religious godparent, or friend. Loss of a pet is not covered under bereavement leave.

§ 61-19 Jury Duty.

All ***permanent full-time employees***, except those covered by the provisions of collective bargaining agreement or employment contract, shall be paid at their regular rate of pay upon presentation of proper evidence of jury service. The employee shall not be required to remit compensation received from serving jury duty to the Township. Provisional, seasonal or part-time employees are not entitled to compensation for Jury Duty.

§ 61-20 Compensatory Time.

Under the Federal Fair Labor Standards Act (FLSA), certain employees in managerial, supervisory, administrative, elective or professional positions are exempt from overtime. The Finance department shall maintain a list of exempt positions under the FLSA. Employees in exempt positions, not eligible to receive overtime compensation, shall be required to work the normal work week, plus any additional hours needed to fulfill their job responsibilities.

Any exempt employees working more than 40 hours per week may be eligible to accrue compensated leave time on an hour-for-hour basis in lieu of cash payments ("comp time"). Accrual and use of comp time must be approved by the employee's supervisor (including the Director's own time), and must be used in accordance with the policies outlined within the Employee Handbook. Any accrued balances of time not used in compliance with FLSA will be automatically forfeited.

§ 61-21 Absence due to injury or disease received in the line of duty.

Absence due to injury or occupational disease received in the line of duty shall not be chargeable to sick or other accrued leave accounts of the employee; provided, however, that such absence is covered under an active claim with the Township's insurance fund, and the employee is cooperating with the prescribed treatment plan.

§ 61-22 Absence due to military purposes.

An employee who is a member of the National Guard or naval militia of this state or of the military or naval forces of the United States, required to undergo field training therein, shall be entitled to a leave of absence "without pay" for the period of such field training. Accrued personal, vacation or compensation time may be utilized for the leave. Any continued insurance coverage with a State administered plan shall be in accordance with the New Jersey Division of Pensions and Benefits.

§ 61-23 Approved Leave of Absence.

Employees are eligible to request in writing a Leave of Absence from work for a stated period of time. Whether paid or unpaid, the employee must conform to the "type" of Leave requested under the state, federal or local legislation and approved policy (*Ex. NJFLA, NJSAFE, FMLA, and Donated Time*).

Article IV Personnel Benefits - Medical.**§ 61-24 Health, prescription, and dental benefits.**

Employees, except those covered by the provisions of a collective bargaining agreement or management contract, shall be eligible to receive medical, prescription and dental benefits as prescribed herein below. The Township currently participates in the NJDPB State Health Benefits Plan for medical and prescription. Any determinations issued by the NJDPB regarding federal or state legislation regarding eligibility that are in conflict with this article shall supersede this chapter.

- A. Full-time. All active full-time and permanent employees that work a regular schedule of more than 30 hours a week shall be eligible to receive medical, prescription and dental benefits.
- B. Multiple positions. An employee holding multiple positions with the Township at the same time will be considered “full-time” for benefit eligibility if the employee satisfies the definitions of a full-time employee in any one of the positions held.
- C. Open Enrollment Period. The month of October is the Township’s open enrollment period when changes can be made to medical and other benefits, effective January 1st of the following calendar year. Changes outside this period must be under an approved life event.
- D. Substantially similar. Medical, prescription drug coverage and dental plans offered shall be substantially similar to plans offered to other full-time employees covered under a contract.
- E. Dental Coverage. Beginning January 1, 2020, when an eligible employee enrolls in a dental plan offered by the Township, the Township shall contribute 50% annually towards the premium cost of the plan selected. There shall be no reimbursement for waiving coverage. Coverage shall be offered to eligible active employees only.
- F. Vision. The Township does not offer or participate in an Optical Coverage plan.
- G. Temporary Disability Insurance. The Township does not offer or participate in a short or long term disability insurance program, including plans offered by the New Jersey Department of Labor and Workforce Development. During Open Enrollment an employee may elect to participate in a voluntary employee funded plan (Ex. Aflac, Colonial).

H. Health and Prescription Waiver:

- 1) The Township offers a conditional opt-out, where employees may elect to waive their health and prescription benefit coverage, but only if they provide documentation of alternative health benefit coverage.
- 2) If an employee opts out of coverage, due to coverage in a plan that is **not** associated with the State Health Benefits Plan, they will be eligible to receive a waiver payment.
- 3) In such cases, an employee's waiver payment shall be 25% of the amount saved by the Township (calculated on the "base" health care plan they would have been eligible for) or \$5,000, whichever is less, after the conclusion of the waived year of coverage.
- 4) During the annual renewal period for changes in coverage, an employee must waive benefits for each calendar year.
- 5) If an employee only completes a portion of the calendar year in the year of a waiver, he or she shall only qualify for a prorated share of the waived benefit.
- 6) If an employee experiences any emergent event which discontinues his or her coverage in a plan not associated with the State Health Benefits Plan, he or she may rejoin the Township's plan, if and as provided by the plan.
- 7) It shall be the responsibility of the Employee to consult with their financial advisor as to any IRS or Affordable Care Act reporting or tax implications when selecting a plan or waiving coverage.

I. Employee Contribution.

- 1) In accordance with the previous Chapter 78, P.L.2011 regarding healthcare contributions, an employee's premium contribution shall be based on the "year 4" period contribution schedule, as cited in the legislation.
- 2) The Township will pay the employer's obligation cost of said plans, subject to the employee premium contributions, which are shown herein below.
- 3) An employee's contribution used toward their premium expense for health coverage shall not be less than 1.5% of the employee's base salary.
- 4) The contribution amount shall be made via payroll deductions, divided over a 24 pay cycle, leaving two "free" pay periods a year.

- 5) When an active employee is on an approved unpaid leave of absence; the employee may elect to extend coverage, for a maximum of nine months, by making arrangements for prepayment of contributions due, including rate changes. Continued contribution shall be based on an employee's pre-leave salary. It shall be the employee's sole responsibility to make continued payments while on leave in accordance with previous P.L. 2011 C.78 and guidelines under NJDPB Fact Sheet #30.
- 6) When an active employee is on an approved unpaid leave of absence for reasons other than illness, continued coverage and eligibility shall be based on guidelines issued by the NJDPB (*i.e.FLA, Furlough, Suspension, NJSAFE, Military*).

<u>Salary Range or Pension</u>	<u>Parent/Child or</u>		
<u>allowance for active</u>	<u>Single</u>	<u>Emp/Sp/Prtmr</u>	<u>Family</u>
<u>employees</u>	<u>Coverage</u>	<u>Coverage</u>	<u>Coverage</u>
<u>Less than 20,000</u>	<u>4.5%</u>	<u>3.5%</u>	<u>3.0%</u>
<u>20,000 - 24,999.99</u>	<u>5.5%</u>	<u>3.5%</u>	<u>3.0%</u>
<u>25,000 - 29,999.99</u>	<u>7.5%</u>	<u>4.5%</u>	<u>4.0%</u>
<u>30,000 - 34,999.99</u>	<u>10.0%</u>	<u>6.0%</u>	<u>5.0%</u>
<u>35,000 - 39,999.99</u>	<u>11.0%</u>	<u>7.0%</u>	<u>6.0%</u>
<u>40,000 - 44,999.99</u>	<u>12.0%</u>	<u>8.0%</u>	<u>7.0%</u>
<u>45,000 - 49,999.99</u>	<u>14.0%</u>	<u>10.0%</u>	<u>9.0%</u>
<u>50,000 - 54,999.99</u>	<u>20.0%</u>	<u>15.0%</u>	<u>12.0%</u>
<u>55,000 - 59,999.99</u>	<u>23.0%</u>	<u>17.0%</u>	<u>14.0%</u>
<u>60,000 - 64,999.99</u>	<u>27.0%</u>	<u>21.0%</u>	<u>17.0%</u>
<u>65,000 - 69,999.99</u>	<u>29.0%</u>	<u>23.0%</u>	<u>19.0%</u>
<u>70,000 - 74,999.99</u>	<u>32.0%</u>	<u>26.0%</u>	<u>22.0%</u>
<u>75,000 - 79,999.99</u>	<u>33.0%</u>	<u>27.0%</u>	<u>23.0%</u>
<u>80,000 - 84,999.99</u>	<u>34.0%</u>	<u>28.0%</u>	<u>24.0%</u>
<u>85,000 - 89,999.99</u>	<u>34.0%</u>	<u>30.0%</u>	<u>26.0%</u>
<u>90,000 - 94,999.99</u>	<u>34.0%</u>	<u>30.0%</u>	<u>28.0%</u>
<u>95,000 - 99,999.99</u>	<u>35.0%</u>	<u>30.0%</u>	<u>29.0%</u>
<u>100,000 - 109,999.99</u>	<u>35.0%</u>	<u>35.0%</u>	<u>32.0%</u>
<u>110,000 and over</u>	<u>35.0%</u>	<u>35.0%</u>	<u>35.0%</u>

- J. High Deductible Health Care Plan – When an active employee enrolls in a High Deductible Plan, currently AETNA4000 or NJDIRECT4000, in 2020 or thereafter, the Township will reduce the employee’s mandated percentage contribution specified in the chart by 50% of the amount shown, for each full-year the employee remains in the High Deductible Plan.
- K. Health Savings Account (HSA). For active employees who enroll and remain in a High Deductible Plan, and have established an HSA, the Township will contribute \$1,000.00 into the employee’s HSA, to be used by the employee toward eligible medical expenses. The maximum amounts and use of the Health Savings Account will be as permitted under Federal Internal Revenue Service regulations.
- L. Medical Benefits in Retirement.
 - 1) Beginning July 1, 2019, for employees who 1) retire from the Township on an approved disability retirement, or 2) who had 20 or more years of service credit by June 28, 2011, or 3) have 25 or more years of service credit, have met the required number service years with the Township per the schedule herein below. Employees that were eligible for medical benefits until their retirement date, and meet the eligibility requirements under the State Health Benefits Program, will be eligible to enroll in a benefit plan under the SHBP when retiring from the Township, pursuant the current Chapter 48 municipal resolution adopted in accordance with N.J.S.A. 52:14-17.38.
 - 2) Eligible employees must enroll in a plan, offered to other retired employees covered by a collective bargaining agreement, with the Township’s health care provider (SHBP).
 - 3) An employee shall be required to pay a percentage of the premium for the plan they selected, based on their annual pension allowance per the following schedule:

<u>Annual Retirement</u>	<u>Parent/Child or</u>		
	<u>Single</u>	<u>Emp/Sp/Prtnr</u>	<u>Family</u>
<u>Allowance Range</u>	<u>Coverage</u>	<u>Coverage</u>	<u>Coverage</u>
<u>Less than 20,000</u>	<u>4.5%</u>	<u>3.5%</u>	<u>3.0%</u>
<u>20,000 - 24,999.99</u>	<u>5.5%</u>	<u>3.5%</u>	<u>3.0%</u>
<u>25,000 - 29,999.99</u>	<u>7.5%</u>	<u>4.5%</u>	<u>4.0%</u>
<u>30,000 - 34,999.99</u>	<u>10.0%</u>	<u>6.0%</u>	<u>5.0%</u>
<u>35,000 - 39,999.99</u>	<u>11.0%</u>	<u>7.0%</u>	<u>6.0%</u>
<u>40,000 - 44,999.99</u>	<u>12.0%</u>	<u>8.0%</u>	<u>7.0%</u>
<u>45,000 - 49,999.99</u>	<u>14.0%</u>	<u>10.0%</u>	<u>9.0%</u>
<u>50,000 - 54,999.99</u>	<u>20.0%</u>	<u>15.0%</u>	<u>12.0%</u>
<u>55,000 - 59,999.99</u>	<u>23.0%</u>	<u>17.0%</u>	<u>14.0%</u>
<u>60,000 - 64,999.99</u>	<u>27.0%</u>	<u>21.0%</u>	<u>17.0%</u>
<u>65,000 - 69,999.99</u>	<u>29.0%</u>	<u>23.0%</u>	<u>19.0%</u>
<u>70,000 - 74,999.99</u>	<u>32.0%</u>	<u>26.0%</u>	<u>22.0%</u>
<u>75,000 - 79,999.99</u>	<u>33.0%</u>	<u>27.0%</u>	<u>23.0%</u>
<u>80,000 - 84,999.99</u>	<u>34.0%</u>	<u>28.0%</u>	<u>24.0%</u>
<u>85,000 - 89,999.99</u>	<u>34.0%</u>	<u>30.0%</u>	<u>26.0%</u>
<u>90,000 - 94,999.99</u>	<u>34.0%</u>	<u>30.0%</u>	<u>28.0%</u>
<u>95,000 - 99,999.99</u>	<u>35.0%</u>	<u>30.0%</u>	<u>29.0%</u>
<u>100,000 - 109,999.99</u>	<u>35.0%</u>	<u>35.0%</u>	<u>32.0%</u>
<u>110,000 and over</u>	<u>35.0%</u>	<u>35.0%</u>	<u>35.0%</u>

- 4) An employee's contribution used toward the premium expense for health coverage shall not be less than 1.5% of the employee's pension allowance.
- 5) The Township shall contribute towards benefits to a retired employee and their eligible dependents, until the retired employee is no longer eligible to participate under the SHBP due to the employee's Medicare eligibility, approval of a Social Security Disability, is deceased or any other scenario where coverage is terminated under SHBP guidelines, at which time Township contributions toward retirement health benefits will cease.
- 6) The Township shall not contribute towards any continued dependent coverage once the retired employee is no longer eligible to participate under the SHBP.

- 7) The Township shall not contribute towards dental benefits in retirement.
- 8) The date ranges for eligibility are provided on the chart as follows:

Non-Union Employees – Excluding administrative/appointed titles cited below. Eligibility requirements on the chart identify by age, the required number of years the employee must have been employed with the Township.

Age	Yrs w/ Twp	Age	Yrs w/ Twp
55	25	61	19
56	24	62	18
57	23	63	17
58	22	64	16
59	21	65	15
60	20		

Non-Union Administrative/Appointed Employees - Business Administrator, Chief Financial Officer, Municipal Clerk, Municipal Court Administrator, Municipal Department Head, Superintendent, Director of Public Safety, Deputy Chief of Police, Qualified Purchasing Agent, Tax Collector, Tax Assessor or position covered under a Management Agreement. Eligibility requirements on the chart identify by age, the required number of years the employee must have been employed with the Township.

Age	Yrs w/ Twp	Age	Yrs w/ Twp
55	15	61	9
56	14	62	8
57	13	63	7
58	12	64	6
59	11	65	5
60	10		

§ 61-25 Internal Revenue Code – Medical/Dependent Care Spending Accounts.

The following tax-advantage accounts regulated by federal IRS guidelines are available to eligible employees. If there shall be any contribution offered by the employer towards an HSA or HRA plan, it will be announced annually by the Mayor and/or Business Administrator or by Council resolution.

- A. FSA. The Township has established a flexible spending arrangement (FSA) that is available on a voluntary basis to eligible employees. An employee may participate by funding a tax advantaged account that can be used to receive reimbursement towards health care expenses including; medical, prescription, vision, and dental expenses. Enrollment into a dependent care plan is also available. When an employee participates in a FSA, the Township shall be responsible for paying any administrative fees associated with the plan.
- B. HSA. A Health Savings Account is an employee tax-advantaged account that may be funded by both the Township and the employee. Plans are available to eligible employees enrolled in a qualifying high-deductible healthcare plan. The account can be used to pay for IRS defined health care expenses, including long-term care and certain premium costs.
- C. HRA. Health Reimbursement Arrangement is an employer funded account that may be used by an employee for eligible medical, dental and vision expenses.

Article V Personnel Benefits –Pension.**§ 61-26 Pension.**

- A. The Township participates in the following state-administered retirement systems: Public Employees Retirement System (PERS), Police and Fire Retirement System (PFRS), and the Defined Contribution Retirement Plan (DCRP). The Township's participation, and ability to offer an employee continued enrollment, is contingent upon annual State certification of funding of the retirement system. Matters such as an employee's eligibility, enrollment, benefit plan, required contribution, status, loan application, service credit time, transfers, withdrawal and "type" of retirement are all regulated by the New Jersey Department of Pensions and Benefits (NJDPB). No exceptions can be made by the Township as the employer.
- B. Employees enrolled in a pension plan will be issued a Pension Member ID by the NJDPB which will be maintained on file in the Municipal Finance Department. An employee can access their pension account online by registering through the State Member Benefits Online System (MBOS).
- Signing up for MBOS will require the Pension Member ID and the employee's social security number. <https://www.state.nj.us/treasury/pensions/documents/pdf/mbos-flier.pdf>
- C. The Member Benefits Online System (MBOS) gives registered users internet access to their pension and health benefit account information and online applications. Some options include:
- Retrieving Personal Benefits Statement
 - Designating a Beneficiary
 - Getting a Pension Loan
 - Applying for Withdrawal
 - Applying for Retirement
 - Retrieving letters and statements
- D. As the employer, the Township is responsible to make both the required employer and employee monthly contributions for active employees receiving compensation via a payroll transaction issued by the Township.

E. Leave of Absence without Pay.

- 1) Employee's that are members of the PERS and PFRS are eligible to purchase service credit for each official leave of absence without pay which service time was suspended.
- 2) The amount of service credit eligible for purchase shall depend on the type of leave that is taken.
- 3) Conditions that pertain to the purchase of service credit for eligible leaves of absence shall be in accordance with rules promulgated by the NJDPB (outlined on Fact Sheet #20 as of 2/19).
- 4) For the time an employee fails to make a contribution, the Township shall not make an employer contribution, and no service credit time will be accrued on the employee's account.
- 5) Employee's that are members of the DCRP are not eligible to purchase any portion of service credit for an official leave of absence without pay.

F. Pension Loan.

- 1) Employee's that are members of the PERS and PFRS are eligible to borrow funds against their pension account.
- 2) Eligibility and loan terms shall be in accordance with the rules promulgated by the NJDPB (outlined on Fact Sheet #81 as of 2/19).
- 3) When the employee has a pension loan; the Township shall make the employee's monthly repayments, based on the certified amount provided by the NJDPB, for active employees receiving compensation via a payroll transaction issued by the Township.
- 4) If on an approved unpaid leave of absence, the employee must make regular periodic payments to repay the outstanding loan. If there is a failure to make required loan repayments for three consecutive months, when taking a leave of absence without pay, the NJDBP will issue a letter providing options to pay the outstanding balance and the process followed for failure to pay. The Township has no authority to intervene and shall not be liable for any consequences when an employee on leave fails to make a payment.

- G. Account Management. When enrolled in a pension plan it is an employee's sole responsibility (active, separated or retired) to manage their account. This includes making application for pension loans, verifying status and account accuracy, purchase of service credit, designating or changing beneficiary information, making application for a withdrawal or transfer, and making application for retirement. Information and guidance with pension matters can be found online at <https://www.state.nj.us/treasury/pensions/>

Article VI Indemnification of Employees.**§ 61-27 Indemnification of employees, appointees and officials.**

Pursuant to statutory authority, and subject to and consistent with the provisions of the New Jersey Tort Claims Act, the Township hereby indemnifies its employees, appointees and officials and former employees, appointees and officials in accordance with the indemnification provisions applicable by statute to all municipal employees, except with respect to liability for any act or omission of a public employee within the scope of his or her employment in the same manner and to the same extent as a private individual under like circumstances ("injury" being defined as to mean death, injury to a person, damage to or loss of property or any other injury that a person may suffer that would be actionable if inflicted by a private person).

§ 61-28 Applicability of provisions.

Indemnification under this article shall apply to the following, among other things (the listing of which is not intended to limit in any way the scope of indemnification):

- A. Liability for an injury resulting from the exercise of judgment or discretion vested in an employee, appointee or official or a former employee, appointee or official.
- B. Liability for legislative or judicial action or inaction or administrative action or inaction of a legislative or judicial nature.
- C. Liability for the exercise of discretion in determining whether to seek or whether to provide the resources necessary for the purchase of equipment, the construction or maintenance of facilities, the hiring of personnel and in general, the provision of adequate governmental services.
- D. Liability for the exercise of discretion when, in the face of competing demands, an employee, appointee or official determines or a former employee, appointee or official determined whether and how to utilize or apply existing resources, including those allocated for equipment, facilities and personnel.
- E. Liability arising out of the acts or omissions of an employee, appointee or official or a former employee, appointee or official in carrying out his or her ministerial functions.

§ 61-29 Non-applicability of article provisions.

Indemnification under this article shall not apply, however, to any liability for an act or omission constituting a crime, actual fraud, actual malice or willful misconduct. "Willful misconduct," as used in this article, includes but is not limited to acting knowingly and clearly outside the scope of one's authority.

§ 61-30 Provisions to apply to excess of insurance against losses.

The indemnity provided by this article shall apply only in excess of all insurance, regardless of the ownership of such insurance policy, against any loss or losses covered by the indemnity provided by this article.

§ 61-31 Scope of defense.

The Township shall defend every employee, appointee and official and former employee, appointee and official indemnified under the terms of this article to the greatest extent permitted by law, provided that said employee, appointee or official or former employee, appointee or official reasonably cooperates in his or her own defense. Said employee, appointee or official or former employee, appointee or official may join in his or her own defense, provided that he or she does so at no cost or expense to the Township, and provided, further, that the joining in said defense does not materially interfere with, delay, impede or weaken the defense provided by the Township under the terms of this Article.

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

BE IT FURTHER ORDAINED while every effort has been made to provide up to date information as of May 2019, laws change, new regulations are promulgated, State and federal rules are revised and implemented. Given the ongoing movement of Labor Laws, it is hereby acknowledged that if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

BE IT FURTHER ORDAINED that this ordinance supersedes prior ordinances regarding employees not covered by a collective bargaining unit.

This Ordinance shall be known and may be cited as the “Ordinance repealing and replacing Chapter 61 “Personnel” of the Code of the Township of North Brunswick”.

Approved ☐ Yes ☐ No

Rejected ☐ Yes ☐ No

Francis “Mac” Womack, Mayor
Township of North Brunswick

Reconsidered by Council _____

Override Vote ☐ Yes ☐ No

Council President

Clerk, Township of North Brunswick

ROLL CALL

First Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

Second Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 8.b.

#19-15 - An Ordinance of the Township of North Brunswick repealing various Chapters under Part I, "Administrative Legislation" of the Code of the Township of North Brunswick

ATTACHMENTS:

Description

Type

Ordinance

Cover Memo

AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK
REPEALING VARIOUS CHAPTERS UNDER
PART I, "ADMINISTRATIVE LEGISLATION"
OF THE CODE OF THE TOWNSHIP OF NORTH BRUNSWICK

PREAMBLE, whereas Chapter 61 of the Municipal Code titled "Personnel" has been updated reflect changes in the workplace, comply with new State and federal legislation and standards addressed in collective bargaining agreements. In an effort to remove any duplicated language addressing personnel matters covered under Chapter 61, the Governing Body has the right to repeal personnel policies as it deems in the best interest of the Township.

BE IT ORDAINED by the Township Council of the Township of North Brunswick, County of Middlesex County and State of New Jersey, that the following Chapters and Articles are hereby repealed from the Code of the Township of North Brunswick:

Repealed in its entirety - Chapter 19 "Defense and Indemnification"

Repealed in its entirety - Chapter 37 "Health Benefits"

Repealed in its entirety - Chapter 53 "Motor Vehicle Maintenance Department"

Repealed in its entirety - Chapter 58 "Officers and Employees"

Repealed in its entirety - Chapter 79 "Salaries and Compensation"

Repealed in its entirety - Chapter 87 "Tax Collector Pension"

Chapter 19 — “Defense and Indemnification”**19-1 Policy.**

It is the policy of the township to provide full and complete protection to all of its officers and employees from and against all suits, claims and demands in regard to their respective activities arising out of and related to their public duties and public employment to the maximum extent by law and in accordance with the following standards.

§ 19-2 Means of defense provided by township; exceptions.

Whenever an officer, employee, or member of a township board, agency, commission or any other legally constituted body of the government of the Township of North Brunswick is a defendant in any action or legal proceeding arising out of or incidental to the performance of his duties, the governing body of the Township of North Brunswick will provide said person with necessary means for the defense of such action or proceeding, but not for his defense in a disciplinary proceeding instituted against him by the Township of North Brunswick or in a criminal proceeding instituted against him by the Township of North Brunswick or in a criminal proceeding instituted as a result of a complaint on behalf of the township. If such disciplinary or criminal proceeding instituted by complaint of the Township of North Brunswick shall be dismissed or finally determined in favor of such person, he/she shall be reimbursed for the expense of his/her defense.

§ 19-3 Payment of monetary damages and legal expenses.

The township will indemnify any such person referred to in § 19-2, other than for professional malpractice claims, and hold him/her harmless from any award of monetary damages in any such legal proceeding and from any and all legal costs and expenses incurred in connection with such action regardless of the limits of insurance coverage available to the township.

§ 19-4 Waiver of rights for contribution, indemnification and reimbursement.

In any such legal proceeding, the township will waive any rights for contribution, indemnification or reimbursement from such person on account of any monetary damages awarded against such person or for any legal expense or other costs incurred in connection with any such action, whether or not such amount exceeds insurance coverage available to the township.

§ 19-5 Retention of separate counsel.

The township will not be responsible for legal costs and expenses incurred by such person relative to the retention of separate counsel on behalf of said person unless the township specifically approves the nature of costs and separate counsel retained by such person, in advance, together with the fees and costs that can be anticipated.

§ 19-6 Rights and benefits inapplicable to certain conduct.

None of the rights and benefits outlined above shall be afforded to such person if it is established that his conduct was outside the scope of his employment or constituted a crime, actual fraud, actual malice or willful misconduct.

~~Chapter 37 — “Health Benefits”~~**§ 37-1 Benefits eliminated.**

Part-time employees, defined as payroll employees working regularly scheduled hours less than 30, shall not be entitled to receive any benefits, which shall include but not be limited to health, dental, major medical, hospitalization and prescription, except those mandated by state statutes.

§ 37-2 Continuation of benefits for current employees; cutoff date.

Those part-time employees who are currently receiving benefits shall continue receiving same until June 30, 1999.

§ 37-3 Continuation of benefits in lieu of salary.

Those part-time employees who are currently receiving benefits shall, after June 30, 1999, have the option of continuing in the township health plan in lieu of salary. The value of the benefits may not exceed the total salary. If the benefits are below the salary, the employee will be paid the difference in salary.

§ 37-4 Exceptions.

Excepted from this article are part-time employees receiving benefits as a result of a collective bargaining agreement with the township.

~~Chapter 53 — “Motor Vehicle Maintenance Department”~~**§ 53-1 Creation; function; acquisition of supplies; employees.****§ 53-2 Organization.****§ 53-1 Creation; function; acquisition of supplies; employees.**

This chapter is for the purpose of creating a Department of Motor Vehicle Maintenance. The function of this Department shall be to repair, service and otherwise maintain proper condition of the motor vehicles owned by the Township of North Brunswick. Parts and supplies necessary for the function of this Department shall be acquired in conformity with the bidding procedures under the Public Contracts Law of New Jersey. Appropriate equipment shall be acquired as needed and utilized on premises owned by the township. The supervision and labor required for this operation shall be performed by employees of the township.

§ 53-2 Organization.

The organization of the Department shall consist of a Director of the Department of Motor Vehicle Maintenance and such other employees as may be required to fulfill the function of the Department.

~~Chapter 58~~ “Officers and Employees”

Article I	Mechanic
§ 58-1	Title established.
§ 58-2	Job requirements.
Article II	Residency Requirements
§ 58-3	Residency in township required.
§ 58-4	Exceptions.
§ 58-5	Failure to comply.
Article III	Senior Citizens' Aide
§ 58-6	Position established.
§ 58-7	Duties.
§ 58-8	Salary.
Article IV	Senior Account Clerk
§ 58-9	Position established.
§ 58-10	Duties.
§ 58-11	Salary.
Article V	Director of Engineering and Technical Services
§ 58-12	Appointment and removal.
§ 58-13	Qualifications.
§ 58-14	Compensation.
§ 58-15	Duties.
§ 58-16	Department of Engineering and Technical Services.
§ 58-17	Department staff.
Article VI	Assistant Public Works Superintendent
§ 58-18	Establishment of need.
§ 58-19	Duties.
§ 58-20	Duties during absence of Superintendent.
Article VII	Recreation and Park Maintenance Foreman
§ 58-21	Position established.
§ 58-22	Duties.
Article VIII	Assistant Water Superintendent
§ 58-23	Statement of need.
§ 58-24	Duties.

§ 58-25 Duties in absence of Water Superintendent.

Article IX Juvenile Restitution Coordinator

§ 58-26 Purpose.

§ 58-27 Responsibilities.

§ 58-28 Powers and duties.

Article X Administrator

§ 58-29 Establishment.

§ 58-30 Appointment.

§ 58-31 Term of office; removal.

§ 58-32 Compensation.

§ 58-33 Position to be full-time.

§ 58-34 Duties.

§ 58-35 Responsibility to needs of citizens.

Article XI Assistant Construction Code Official

§ 58-36 Statement of need.

§ 58-37 Powers and duties.

§ 58-38 Performance of duties of Construction Code Official upon his absence.

Article XII Code Enforcement Officer

§ 58-39 Establishment.

§ 58-40 Powers and duties.

§ 58-41 Responsibility to Director of Department of Community Development.

§ 58-42 Title to replace existing titles.

Article XIII Chief Financial Officer

§ 58-43 Establishment; tenure; removal.

§ 58-44 Powers and duties.

Article XIV Municipal Public Defender

§ 58-45 Position created; duties.

§ 58-46 Licensing requirement.

§ 58-47 Term of office.

§ 58-48 Compensation.

§ 58-49 Application fee.

Article XV Assistant Director of Public Works

§ 58-50 Position established.

§ 58-51 Salary.

~~**Chapter 79 — “Salaries and Compensation”**~~

The salaries and compensation of all officers and employees of the Township of North Brunswick are as set forth in the annual Salary Ordinance, as amended. The currently effective Salary Ordinance of the Township of North Brunswick is on file in the office of the Township Clerk and is available for examination during office hours.

~~**Chapter 87 — “Tax Collector Pension”**~~**§ 87-1 Eligibility for pension.**

In all cases where an elected Tax Collector in the Township of North Brunswick shall have completed his elected term of office and, having reached the age of 80 years, has not stood for reelection and is not receiving any pension from any state fund, he shall receive a pension of \$1,200 per annum from the Township of North Brunswick, payable monthly and beginning immediately after the expiration of his last term of office.

§ 87-2 Source of funds.

All moneys payable under such pension shall be from the funds allocated to the tax office in the general budget.

§ 87-3 Additional social security benefits.

The aforesaid sum of \$1,200 as pension shall be in addition to any amount which he may obtain under the social security old-age insurance benefit allowance.

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

BE IT FURTHER ORDAINED that if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

BE IT FURTHER ORDAINED that this ordinance supersedes prior ordinances regarding various Chapters and Articles.

This Ordinance shall be known and may be cited as the “Ordinance repealing various Chapters and Articles of the Code of the Township of North Brunswick”.

Approved ☐ Yes ☐ No

Rejected ☐ Yes ☐ No

Francis “Mac” Womack, Mayor
Township of North Brunswick

Reconsidered by Council _____

Override Vote ☐ Yes ☐ No

Council President

Clerk, Township of North Brunswick

ROLL CALL

First Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

Second Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 8.c.

#19-16 - Repealing and replacing under Part I, "Administrative Legislation" Chapter 69 "Police Department", Article VI. Employment by outside entities of the Code of the Township of North Brunswick

ATTACHMENTS:

Description

Type

Ordinance

Cover Memo

AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK**REPEALING AND REPLACING UNDER****PART I, "ADMINISTRATIVE LEGISLATION"****CHAPTER 69 "POLICE DEPARTMENT", ARTICLE VI. EMPLOYMENT BY OUTSIDE ENTITIES****OF THE CODE OF THE TOWNSHIP OF NORTH BRUNSWICK**

PREAMBLE, whereas it is necessary to update policies from time to time to reflect growth within the Township's community. Article VI under the Police Department's Chapter 69 of the Municipal Code provides the framework for off-duty employment of sworn officers by outside entities. To meet the demands requested by individuals and organizations of our Police Department the Governing Body has the right and discretion to repeal, replace, amend and substitute code policies as it deems in the best interest of the Township.

BE IT ORDAINED by the Township Council of the Township of North Brunswick, County of Middlesex County and State of New Jersey, that the following Article VI under Chapter 69 is hereby repealed, replaced, amended or substituted with language as revised herein, and shall be codified and consolidated into Chapter 69 of the Code of the Township of North Brunswick:

Item 1: Repealed in its entirety – Article VI. "Employment by Outside Entities"
under Chapter 69 "Police Department"

Item 2: Article VI. "Employment by Outside Entities" is replaced with the following:

Chapter 69. Police Department**Article VI. Employment by Outside Entities****§ 69-21. Policy established**

There is hereby created a procedure for the employment of police officers by outside entities.

§ 69-22. Statutory authority; contract

The Attorney General of the State of New Jersey and the Division of Local Government Services have determined that members of a municipal Police Department may, during their off-duty hours, engage in police related activities for private persons or entities. Pursuant to the laws of the State of New Jersey, a municipality must agree to implement a system whereby the off-duty availability of police officers is arranged through a contract directly with the municipality and the private person or entity.

§ 69-23. Compensation policy; trust fund

Contracting between the Township and a private person or entity shall include a plan whereby the compensation for off-duty police related services is channeled through the office of the Township Finance Department and said compensation is placed in a dedicated trust fund to be established by the Township for that purpose, and that the proceeds of said fund will be disbursed through the Finance Department to the individual officers performing such services.

§ 69-24. Assignments

The Police Director or Chief of Police, or, in the absence of a Chief, the highest ranked senior sworn officer, shall be responsible for the assignment of all extra-duty police related activities. Said officials shall be authorized to designate other members of the Police Department, as needed, to assist in the assignment of extra-duty police related activities. The specific procedure for assignment shall be in accordance with the collective negotiated agreement between the Township and the North Brunswick Superior Officers' Association, Local No. 160 and/or the North Brunswick Policeman's Benevolent Association, Local No. 160.

§ 69-25. Contract with private entities; information required

Any private person or entity that desires to retain the services of police officers of the Township of North Brunswick for extra-duty work shall be required to enter into a contract with the Township of North Brunswick. Said contract shall include, but not be limited to, the nature of duties to be performed, the location of said duties, the date and hours of service, the rate of payment for services to the officers, administrative fees to the Township and fees, if any, for the use of Township-owned equipment. The contract may also provide for a deposit to be posted in the trust account in advance by the entity for services to be performed. The Police Director or Chief of Police, or, in the absence of a Chief, the highest ranking sworn officer, is hereby empowered to execute a contract for extra-duty police related activities on behalf of the Township of North Brunswick in accordance with this chapter.

§ 69-26. Payment for extra-duty assignments

All private persons or entities shall be required to make all payments for extra-duty assignments payable to the "Township of North Brunswick". The Finance Department shall deposit the money collected from said private persons or entities for payment of the extra-duty officers into a dedicated trust fund. All members of the Police Department shall be paid for services performed on the next regular pay date, after receipt and acknowledgement of payment, processed and verified by the PBA, that it is in accordance with the agreement.

§ 69-27. Fees

- A. An hourly rate schedule shall be prepared by the Police Director or Chief of Police, or, in the absence of a Chief, the highest ranked senior sworn officer, and submitted to the Mayor for approval with consent by the Council. The schedule shall be reviewed and recommendations for adjustment shall be presented to the Council annually at the first Meeting of every year.
- B. An administrative fee of 11.5% of the hourly rate shall be added and remitted to the "Township of North Brunswick" to cover the additional cost of employer contributions, insurance, as well as time and materials expended in the administration of payment to police officers for extra duty assignments.
- C. An administrative fee of \$2.00 per hour shall be added and remitted to the "North Brunswick Policeman's Benevolent Association" (PBA) to cover the Unions administration of contracts which includes; document preparation, scheduling, billing and management. Said fee is authorized to be waived from a contract at the discretion of the PBA.
- D. When a vehicle is required in the contract, use of a police car shall be charged at a rate of \$8.00 per hour, and remitted to the "Township of North Brunswick" with other municipal fees.

- E. The North Brunswick Policeman's Benevolent Association (PBA) or the North Brunswick Superior Officers' Association (SOA) will negotiate off-duty contracts with the vendor using the current approved rate schedule. The administrative charge and vehicle fee if applicable will be in addition to the hourly rate. All off-duty contracts negotiated by the North Brunswick PBA or SOA will be submitted to the Police Director or Chief of Police, or, in the absence of a Chief, the highest ranked senior sworn officer, for review prior to execution between the North Brunswick PBA or SOA and the entity. A PBA or SOA designee will perform administrative duties, including receiving off-duty assignments from entities, posting and filling assignments, billing entities and collecting amounts due and depositing with the Financial Office.

§ 69-28. Insurance

Each private person or entity that shall employ extra-duty officers pursuant to this chapter will be responsible for maintaining his or her own insurance coverage. Said insurance coverage shall include, but not be limited to, general liability and automobile. Proof of said insurance coverage shall be provided to the Township of North Brunswick prior to the assignment of any officer(s).

§ 69-29. Emergencies; termination of assignments; payment due

The Police Director or Chief of Police, or, in the absence of a Chief, the highest ranked senior sworn officer, or their designee shall have the authority to order any police officer engaged in extra-duty assignments within the Township of North Brunswick to respond to an emergency situation within the Township of North Brunswick. Said officials shall also have the right to order any extra-duty assignment to be terminated whenever said assignment creates an unacceptable risk to the health, safety and welfare of the police officer and/or the residents of the Township of North Brunswick. In any situation where the officer is called to an emergency situation, a note shall be made of the said emergency situation, as well as the time said officer was removed from said assignment. In any situation where an extra-duty officer is called to an emergency situation, said private person or entity shall not be responsible for the payment of the officer's hourly rate or administrative fees until such time as said police officer returns to the assignment with the extra-duty employer.

§ 69-30. Indemnification

Any private person or entity requesting the services of extra-duty police officers shall indemnify the Township of North Brunswick for any and all damages which may arise from the officers' employment by said private person or entity.

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

BE IT FURTHER ORDAINED while every effort has been made to provide up to date information as of May 2019, laws change, new regulations are promulgated, State and federal rules are revised and implemented. It is hereby acknowledged that if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

BE IT FURTHER ORDAINED that this ordinance supersedes prior ordinance language regarding Employment of police officers by outside entities.

BE IT FURTHER ORDAINED that this ordinance shall be in full force and effect from its adoption and any publication as may be required by law.

This Ordinance shall be known and may be cited as the "Ordinance repealing and replacing Article VI "Employment by Outside Entities" under Chapter 69 "Police Department" of the Code of the Township of North Brunswick".

Approved ☐ Yes ☐ No

Rejected ☐ Yes ☐ No

Francis "Mac" Womack, Mayor
Township of North Brunswick

Reconsidered by Council _____

Override Vote ☐ Yes ☐ No

Council President

Clerk, Township of North Brunswick

ROLL CALL

First Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

Second Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

NORTH BRUNSWICK TOWNSHIP

Agenda Item - 9.a.

#19-13 - Second Reading and Public Hearing - An Ordinance of the Township of North Brunswick repealing and replacing Part II, "General Legislation" Chapter 164 "Emergency Medical Services" of the Code of the Township of North Brunswick

ATTACHMENTS:

Description

Type

Ordinance

Cover Memo

**AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK
REPEALING AND REPLACING PART II, "GENERAL LEGISLATION"
CHAPTER 164 "EMERGENCY MEDICAL SERVICES"
OF THE CODE OF THE TOWNSHIP OF NORTH BRUNSWICK**

PREAMBLE, whereas unlike police and fire services, there is no obligation for a municipality to provide or assure the provision of Emergency Medical Services. However, the Mayor and Council acknowledge the important roll an EMS provider has in a community, and support providers on their efforts to provide a reliable system for emergency care. Currently, the New Jersey State Commissioner of Health designates ALS providers by region, leaving municipalities with the right to decide by ordinance who and how BLS services will be provided.

WHEREAS, established in 1955, the North Brunswick First Aid and Rescue Squad, Inc. "NBFARS" is a private non-profit volunteer-staffed EMS agency, located within the Township on Ridgewood Avenue. In the absence of a municipal contract with an EMS Provider, NBFARS has been providing BLS services to North Brunswick and to surrounding municipalities as "mutual aid", in addition to supporting the Police and Fire Department at fire and emergency events. The NBFARS members have "duty crews", which operate out of their building on Ridgewood Avenue. During duty hours, ambulances are continuously staffed to provide emergency response services.

WHEREAS, during an audit of the current provisions under Chapter 164, municipal officials met with members of the North Brunswick First Aid and Rescue Squad, Inc., as the main BLS provider to municipal residents, to assist in updating language within the Code of the Township. Based on the recommendations made, the Mayor and Council are supportive of amending the current provisions under Chapter 164, specifically to provide the financial framework for EMS providers that service the Township of North Brunswick.

BE IT ORDAINED by the Township Council of the Township of North Brunswick, County of Middlesex County and State of New Jersey, that the following Chapter is hereby deleted, replaced, amended /or substituted with language as revised herein, and shall be codified and consolidated into chapters of the Code of the Township of North Brunswick:

Item 1: Repealed in its entirety - Chapter 164 "Emergency Medical Services"

Item 2: Chapter 164 "Emergency Medical Services" is replaced with the following:

Chapter 164 Emergency Medical Services

§ 164-1 **DEFINITIONS.**

§ 164-2 **PROVISIONS REGARDING EMS ENGAGEMENT AND LAWS.**

§ 164-3 **EMERGENCY MEDICAL SERVICES.**

§ 164-4 **TERRITORY SERVICED.**

§ 164-5 **REPORTS.**

§ 164-6 **EQUIPMENT.**

§ 164-7 **MAINTENANCE AND REPAIR.**

§ 164-8 **INSURANCE.**

§ 164-9 **FUEL.**

§ 164-10 **ANNUAL ACCOUNTING.**

§ 164-11 **MEDICAL BILLING.**

§ 164-12 **MUNICIPAL CONTRIBUTION.**

§ 164-13 **EMERGENCY OPERATIONS PLAN.**

§ 164-14 **MEMBERSHIP.**

§ 164-15 **APPLICABILITY OF PROVISIONS.**

§ 164-16 **NON-APPLICABILITY OF ARTICLE PROVISIONS.**

§ 164-17 **PROVISIONS TO APPLY TO EXCESS OF INSURANCE AGAINST LOSSES.**

§ 164-1 DEFINITIONS AS USED IN THIS CHAPTER.

As used herein the following words have been defined, unless the context otherwise indicates.

Advanced Life Support (ALS) - Under New Jersey's EMS System, the second level of a two-tiered response system, usually provided by a paramedic; for critical or life threatening emergencies, medication administration, and advanced care under the command of a physician. This tier is mandated by state law to be provided by hospitals through a Certificate of Need. The State Commissioner of Health is responsible for designating providers to serve a region, where they interface with local BLS agencies.

Basic Life Support (BLS) – Under New Jersey's EMS System, the first level of a two-tiered response system, usually provided by an Emergency Medical Technician "EMT"; that responds to all emergencies, administers first aid, CPR and provides medical transport. Operated in accordance with the standards set forth under N.J.A.C. 8:40-1 et seq., agencies can be funded from a combination of donations, insurance billing and public funding.

Basic Life Support Ambulance Service – An entity that has a valid license to provide pre-hospital basic support care and/or provide BLS inter-facility transfers.

Certificate of Need – The formal written approval of the New Jersey Department of Health and Senior Services to construct or expand a health care facility or to institute a new health care service, in accordance with requirements set forth under Hospital and Ambulatory Care Rules N.J.A.C. 8:33-1 et seq.

Costs – Shall mean all expenses incurred by an emergency services provider, including but not limited to the following: actual labor costs of personnel, workers' compensation benefits, fringe benefits and administrative overhead; costs of equipment operation; cost of materials; the cost of any outside contract for labor and materials, and any other reasonably related costs. The expense of an emergency response shall also include reasonable attorney fees and any costs incurred in collecting those charges.

Emergency Medical Services – An advanced level of pre-hospital, inter-hospital, and emergency service care, which includes basic life support functions, cardiac monitoring, cardiac defibrillation, telemetered electrocardiography, administration of anti-arrhythmic agents, intravenous therapy, administration of specific medications, drugs and solutions, use of adjunctive ventilation devices, trauma care and other techniques and procedures authorized in writing by the Commissioner of the New Jersey State Department of Health and Senior Services, or as such term is otherwise defined in N.J.S.A. 26:2K-7-1 et seq., and applicable regulations promulgated by the New Jersey Department of Health and Senior Services.

Emergency Medical Services Provider (EMS) – Shall mean any agency that is incorporated to provide Basic Life Support “BLS” emergency medical services as its primary function.

Emergency Response - Shall mean providing, sending, or utilizing, through any means, emergency medical services, rescue services, or related services, and personnel by an emergency services provider, which may be initiated at the request of the North Brunswick Emergency Dispatch Center, to an incident which actually threatens or is believed to threaten, directly or indirectly, the health, safety, or welfare, of individuals or property within the Township, or the public’s health, safety, or welfare within the Township. Such incidents shall include, but are specifically not limited to, vehicular accidents, fires, individual medical emergencies, emergency medical coverage during fire response activities or any hazardous condition which threatens the property or the life or liberty of individuals within the Township of North Brunswick.

Materials - Shall mean all materials, including but not limited to medical equipment, drugs, protective clothing and equipment, medical supplies, vehicles, and any other equipment or materials used during an Emergency Response.

Office of Inspector General “OIG” Exclusion List – The OIG’s list of excluded individuals/entities that provides information to the health care industry, patients and the public regarding individuals and entities currently excluded from Medicare, Medicaid, and all other Federal health care programs.

Person – Shall mean any public or private corporation, company, association, society, firm, partnership, Joint Stock Company, individual, or other entity.

§ 164-2 PROVISIONS REGARDING EMS ENGAGEMENT AND LAWS ENFORCED UNDER THIS CHAPTER.

N.J.S.A. 40:5-2 et seq. – Contributions to first aid, ambulance and rescue squads.

Any county or municipality may make a voluntary contribution of not more than \$70,000 annually to any duly incorporated first aid and emergency or volunteer ambulance or rescue squad association of the county; or of any municipality therein, rendering service generally throughout the county, or any of the municipalities thereof. In addition, if any such associations experience extraordinary need, the county or municipality may contribute an additional amount of not more than \$35,000.00 annually; provided, however, that the need for such additional funds is established by the association and is directly related to the performance of said association's duties.

N.J.A.C. 8:33 et seq. – Hospital and Ambulatory Care Rules.

New Jersey Highway Traffic Safety Act – enacted to reduce traffic accidents as well as the number of deaths and injuries. Under the Act municipalities shall have the right to receive information on EMS providers' certifications and ambulance inspections from the organizations providing the service.

§ 164- 3 EMERGENCY MEDICAL SERVICES.

- A. For the purpose of the following sections herein, an EMS provider shall mean any agency that is incorporated to provide Basic Life Support "BLS" as its primary service.
- B. Any EMS provider when servicing the North Brunswick community must provide emergency medical response services to all persons within the Township equally, regardless of the ability to pay.
- C. Said services will be provided in accordance with all applicable rules, regulations, standards and laws of the State of New Jersey and any administrative agency having necessary and proper jurisdiction to promulgate and adopt rules and regulations applicable to the provision of such services and other applicable activities.

- D. Township Officials will not take any action to direct members of an EMS provider at any emergency scene.
- E. Any EMS provider when servicing the North Brunswick community will be required to work in cooperation with the North Brunswick Fire Department, Police Department and the Office of Emergency Management.
- F. The EMS provider will be responsible for having properly trained crew members that are able to promote teamwork while working at an emergency scene.

§ 164- 4 TERRITORY SERVICED.

To be considered for receiving a municipal contribution in any given year, an EMS provider when servicing the North Brunswick community, must respond and provide service within the Township in such a manner that other areas or municipalities are secondary and identified as a mutual aid response.

§ 164- 5 REPORTS.

Any EMS provider when servicing the North Brunswick community will be required to submit quarterly, at the request of Township officials, reports concerning the operation of services provided. Such reports will include but not be limited to detailing the following:

- Number of emergency response calls
- Types of emergency response calls
- Total Hours of billable service performed
- Number of Mutual Aid calls provided and received
- Response times
- Number of patients served and destinations
(Identified by municipal official / emergency volunteer / resident or non-resident)
- Listing of Standby service provided
- Listing of special events covered, conducted and/or having provided participation.

§ 164- 6 EQUIPMENT.

- A. Any EMS provider when servicing the North Brunswick community shall operate and utilize any and all equipment and apparatus in its possession for civic purposes, including emergency medical and rescue response services, in accordance with any rules or regulations that may be adopted from time to time by the Township.
- B. The EMS provider will maintain and operate the vehicles and equipment in its possession in a safe manner and will take all necessary steps to ensure the proper training of members for the safe operation of equipment.
- C. All vehicles operated by an EMS provider will be prominently and similarly marked and identified as an emergency service vehicle.

§ 164- 7 MAINTENANCE AND REPAIR.

Any EMS provider when servicing the North Brunswick community shall be responsible for the payment of all costs related to the proper maintenance and repair of all emergency medical and rescue response equipment and apparatus used by the provider.

§ 164- 8 INSURANCE.

- A. Any EMS provider when servicing the North Brunswick community shall be able to demonstrate they have adequate insurance coverage, as may be legally required, including but not limited to the following policies: commercial auto, accident and sickness, worker's compensation for paid staff, general liability and a portfolio insurance protection plan designed for an emergency service organization.
- B. Coverage shall be adequate to insure the EMS provider against liability or claims arising out of, occasioned by or resulting from any accident, personal injury or damage to property arising out of the performance of emergency medical and rescue response services.
- C. The limits of said policies shall be in amounts deemed appropriate by the Township's Risk Manager and the Joint Insurance Fund the Township participates in.

§ 164- 9 FUEL.

- A. Any EMS provider shall be responsible to pay for all fuel consumed in the operation of emergency service vehicles while performing emergency medical and rescue response services.
- B. Should the EMS provider utilize a municipal fueling station, the Township shall invoice the provider for the consumption based on the municipality's actual fuel cost.
- C. The EMS provider shall not be charged administrative or usage fees.

§ 164- 10 ANNUAL ACCOUNTING.

Any EMS provider when servicing the North Brunswick community shall submit annually a copy of the agency's financial documents to the Township Business Administrator, setting out and describing their financial condition to the satisfaction of the Township Business Administrator. The accounting shall report on the prior year's fiscal activity.

§ 164- 11 MEDICAL BILLING.

- A. **Person causing incident liable for cost.** Any person who causes, by act or omission, or is otherwise responsible for the incident which caused the Emergency Response, including the owner of real or personal property, from which the incident occurs, shall be liable for the payment of all costs incurred by an EMS provider as a result of such Emergency Response.
- B. **Schedule of Fees, Costs, and Expenses.** The EMS provider shall be responsible for establishing a Fee Schedule for any fees, costs, and expenses; collectively known as "Charges" or "Billing Rate Schedule".
- C. **Collection of Fees, Costs, and Expenses.** The charges shall be recovered directly by the EMS provider by direct billing, or by an attorney, collection service, or other agency contracted with and by the EMS provider for the collection of such sums. In addition to these Charges, the EMS provider shall also be authorized to collect reasonable interest and administration expenses involved in collecting said Charges.
- D. A current copy of billing rate schedule shall be provided and on file with the Township.
- E. The EMS provider must receive approval from the Mayor and/or Township Business Administrator for collection language that is to appear on a resident's statement.
- F. **Enforcement.** In the event that any insurance carrier (including Medicare / Medicaid), or Person fails to pay any bill or invoice within thirty (30) days of the mailing or delivery of such notice of charges, and is not a municipal resident, the EMS provider shall directly, or any attorney, collection service, or other agency contracted with and by the EMS provider, who mailed or delivered the bill or invoice, may file a civil action at law in a court of competent jurisdiction for the collection of any amounts due to the EMS provider, together with any statutory interest, court costs, collection and/or administration fees, and reasonable attorneys' fees. The remedies provided herein shall be in addition to any other relief, remedies, or penalties that may be appropriate and provided by law.
- G. If the EMS provider receives a municipal stipend, this shall represent the uncollected, out-of-pocket copayment on behalf of a bona fide municipal resident, and the provider will send a written notification to the resident of the account when it has been satisfied.

§ 164- 12 MUNICIPAL CONTRIBUTIONS.

- A. The Township shall include within its annual municipal budget, at minimum, \$105,000.00 as a municipal contribution “stipend” to be divided and distributed to EMS provider(s) that primarily are incorporated to service North Brunswick.
- B. Funding will be distributed on a quarterly basis, minus any amounts due payable to the Township for fuel or other municipal fees.
- C. The municipal contribution shall serve as payment to the EMS provider in a lump sum representing all uncollected, deductible and out-of-pocket amounts owed to the provider at the end of any calendar year, for basic life support emergency ambulance services received by bona fide Township residents in the previous calendar year. A provider accepting this contribution has been recognized as being acceptable under applicable federal law by the Office of Inspector General, U.S. Department of Health and Human Services ("OIG") pursuant to OIG Advisory Opinion 14-09 for Township residents.
- D. The municipal contribution shall also serve as payment to the EMS provider in a lump sum representing amounts owed to the EMS provider, for basic life support emergency ambulance services received by North Brunswick municipal officials and emergency volunteer staff, when services were provided as the result of a work related event.
- E. For an EMS provider that is physically located within the municipality, the Township shall waive property taxes annually, as a municipal contribution to the EMS provider, regardless of whether they are incorporated as volunteer or nonprofit, so long as they are primarily incorporated to service North Brunswick.
- F. For an EMS provider that is physically located within the municipality, the Township shall waive municipal water and sewer charges, as a municipal contribution to the EMS provider, so long as they are primarily incorporated to service North Brunswick.
- G. For an EMS provider that is physically located within the municipality, the Township shall waive refuse and recycling charges, as a municipal contribution to the EMS provider, so long as they are primarily incorporated to service North Brunswick. Excluded from municipal disposal shall be any construction debris, medical waste, biohazardous containers, needles or pharmaceutical waste.

- H. For an EMS provider that is physically located within the municipality, the Township shall provide snow removal services for their parking lot and as an assist in transport efforts, as a municipal contribution to the EMS provider, so long as they are primarily incorporated to service North Brunswick.
- I. The Township shall budget, at minimum, \$25,000.00 annually, to be paid on a dollar-for-dollar basis, based on the EMS fee schedule, when the EMS provider attends a municipal or school sponsored event within the Township.
- J. The Township shall budget, and provide a worker's compensation policy for volunteer members of an EMS provider primarily incorporated to service North Brunswick. It shall be incumbent upon the EMS provider to maintain an up to date member list with the municipal official designated to oversee the policy, and to ensure coverage of their volunteer staff.
- K. EMS provider(s) that primarily are incorporated to service North Brunswick shall be able to submit capital funding requests to the municipality in April of each fiscal year. While no commitment will made in advance for approval of funding, provider(s) will be given consideration each year based on the needs of their organization and that of the municipality.

§ 164- 13 EMERGENCY OPERATIONS PLAN.

- A. Any EMS provider, when servicing the North Brunswick community, shall provide the Township Emergency Management Coordinator with a current copy of its Standard Operating Guidelines for inclusion in the Township Emergency Operation Plan and will provide as updated Standard Operating Guidelines for inclusion in the plan, from time to time as such are modified.
- B. The EMS provider designee may be required to meet quarterly, or as determined by the Township officials to review the coordination and delivery of emergency services (Police, Fire, OEM) and the coordination of emergency preparedness.

§ 164- 14 MEMBERSHIP.

- A. Any EMS provider when servicing the North Brunswick community shall conduct criminal background checks, to be performed by the New Jersey State Police, on all prospective members before a person can provide service to the community and be admitted to membership in the EMS provider's agency.
- B. The EMS provider will verify that no prospective or current members are included within the List of Excluded Individuals and Entities published by the OIG (the "OIG Exclusion List"). Any individual whose name appears on the OIG Exclusion List will not be allowed to participate as a member of the EMS provider.
- C. Any EMS provider when servicing the North Brunswick community shall annually provide the Township with updated rosters detailing the names and titles for each EMS provider member.
- D. The EMS provider shall notify the Township and/or any Public Safety Director, as may be appointed from time to time and OEM when changes to the membership roster occur.

§ 164- 15 APPLICABILITY OF PROVISIONS.

Indemnification against the Township under this article shall apply to the following, among other things (the listing of which is not intended to limit in any way the scope of indemnification):

- A. Liability for an injury or death resulting from the exercise of judgment or discretion vested in an emergency medical provider.
- B. Liability for the exercise of discretion in determining whether to seek or whether to provide the resources necessary for the purchase of equipment, the construction or maintenance of facilities, the hiring of personnel and in general, for the provision of providing adequate emergency medical services.
- C. Liability arising out of the acts or omissions of an emergency medical provider in carrying out his or her ministerial functions.

§ 164- 16 NON-APPLICABILITY OF ARTICLE PROVISIONS.

Indemnification under this article shall not apply, however, to any liability for an act or omission constituting a crime, actual fraud, actual malice or willful misconduct. "Willful misconduct," as used in this article, includes but is not limited to acting knowingly and clearly outside the scope of one's authority.

§ 164- 17 PROVISIONS TO APPLY TO EXCESS OF INSURANCE AGAINST LOSSES.

The indemnity provided by this article shall apply only in excess of all insurance, regardless of the ownership of such insurance, against any loss or losses covered by the indemnity provided by this article.

BE IT FURTHER ORDAINED all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

BE IT FURTHER ORDAINED if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

BE IT FURTHER ORDAINED this ordinance shall be in effect from and after its final passage, approval, and publication by law.

BE IT FURTHER ORDAINED that this ordinance supersedes prior ordinances regarding emergency medical services.

This Ordinance shall be known and may be cited as the "Ordinance repealing and replacing Chapter 164 "Emergency Medical Services" of the Code of the Township of North Brunswick".

Approved ☐ Yes ☐ No

Rejected ☐ Yes ☐ No

Francis “Mac” Womack, Mayor
Township of North Brunswick

Reconsidered by Council _____

Override Vote ☐ Yes ☐ No

Council President

Clerk, Township of North Brunswick

ROLL CALL

First Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				

Second Reading _____

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
GUADAGNINO				
MAYOR WOMACK				