

TOWNSHIP COMMITTEE REGULAR MEETING
September 28, 2020

The Township Committee Regular Meeting of the Township of Cranbury was held at 7:00 pm. by remote access videoconferencing in response to COVID-19 and the updated Open Public Meeting Act guidelines. Answering present to roll call were Township Committee members: Michael Ferrante, Barbara Rogers, Evelyn Spann, Jay Taylor and Mayor Matthew Scott. Also present were Denise Marabello, Township Administrator/CFO; Rickey Varga, Chief of Police; Thomas Decker, Township Engineer; and Debra Rubin, Municipal Clerk. Mayor Scott called the meeting to order and Ms. Rubin read the following Open Public Meetings Act statement:

In accordance with Section 5 of the Open Public Meetings Act, it is hereby announced and shall be entered into the minutes of this meeting that adequate notice of this meeting has been provided:

Posted on the Bulletin Board of the Municipal Office at 23-A North Main Street, Cranbury, New Jersey and remains posted at that location.

Communicated to the Cranbury Press, Home News Tribune and Trenton Times on January 10, 2020 and remote access information added on April 24, 2020, updated on June 18, 2020.

Filed on January 10, 2020 at the Cranbury Municipal Office, 23-A North Main Street, Cranbury, New Jersey, posted on the Township's web site and remains on file for public inspection. Township website was updated with remote access information on April 24, 2020, updated June 18, 2020.

Sent to those individuals who have requested personal notice.

--Township Committee Regular Meeting Minutes of September 14, 2020

The Township Committee Regular Meeting Minutes of September 14, 2020 were presented on a motion by Mr. Taylor, seconded by Mr. Ferrante. On a roll call vote of the members of the Township Committee;

Ayes: (Ferrante
(Rogers
(Spann
(Taylor
(Scott
Abstain: None
Absent: (None

Nays: (None

the Township Committee Regular Meeting Minutes of September 14, 2020 were adopted.

--Township Committee Closed Session Meeting Minutes of September 14, 2020

The Township Committee Closed Session Meeting Minutes of September 14, 2020 were presented on a motion by Mr. Ferrante, seconded by Mr. Taylor. On a roll call vote of the members of the Township Committee;

Ayes: (Ferrante
(Rogers
(Spann
(Taylor
(Scott
Abstain: None
Absent: (None

Nays: (None

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the Township Committee Closed Session Meeting Minutes of September 14, 2020 were adopted.

Mayor Scott read the following resolution in its entirety. Mayor Scott requested a motion to adopt the following resolution. On a motion by Mr. Taylor, seconded by Mr. Ferrante and unanimously carried, the following Resolution was adopted by a vote:

Ayes: (Ferrante
 (Rogers
 (Spann
 (Taylor
 (SCOTT
 Absent: (None
 Abstain: (None
 Nays: (None

**Cranbury Township Resolution # R 09-20-109
In Recognition of Service for Rickey A Varga, Chief of Police**

WHEREAS, Rickey A Varga, served as a Somerset County Sheriff's Officer before joining the Cranbury Police Department; and

WHEREAS, Rickey was appointed to the position of Patrol Officer for the Township of Cranbury on April 15, 1991; and

WHEREAS, Rickey quickly moved up the ranks within the Police Department; appointed to Sergeant, Lieutenant and Captain before being appointed to Chief of Police on May 26, 2010; and

WHEREAS, during his career with Cranbury Township, Rickey became involved in many community programs; having worked with Cranbury Elementary School on many safety and security initiatives, he served on the Township's Municipal Alliance Committee, and also served as Cranbury Township's Office of Emergency Management Coordinator; and

WHEREAS, Rickey also served as the President of the Middlesex County Association of Chiefs of Police, served on the Executive Board of the New Jersey State Association of Chiefs of Police and currently serves on their State Legislative Committee, as well as serves as a Trustee for the Middlesex County Crime Stoppers and the 200 Club of Middlesex County; and

WHEREAS, during his career Rickey spent many sleepless nights dealing with major weather events such as Hurricane Irene and Hurricane Sandy; and

WHEREAS, Rickey implemented a comprehensive Traffic Safety Plan, including the reinstatement of the Traffic Safety Bureau; and

WHEREAS, Rickey was the first Police Chief to document many administrative processes, including the Sergeant and Lieutenant promotion process; and

WHEREAS, Rickey is well respected by his fellow police officers, peers, Township Committee members past and present, and above all else this community; and

WHEREAS, throughout his many years with Cranbury Township, Rickey has demonstrated enthusiasm and great professionalism, he has embodied his motto "Community, Compassion, Courage" and he has strived to be the best Chief of Police for those he serves; and

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WHEREAS, Rickey has decided it is now time, after thirty (30) dedicated years to the Township of Cranbury, to move on to the next phase of his life and retire as the Chief of Police;

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that it hereby thanks Rickey A Varga for his many years of service and for making Cranbury an even better place to live; and

BE IT FURTHER RESOLVED, a duly authenticated copy of this resolution be presented to Rickey A Varga with best wishes and congratulations on a commendable career in law enforcement!

The members of the Township Committee thanked Chief Varga for this service and dedication to the community.

Reports and Communications

- Mr. Ferrante – Mr. Ferrante reported the Environmental Commission met however he was unable to attend the Board of Health as it was scheduled on the same evening as the Township Committee. He had presented Eagle Scouts with a letter from Mayor Scott for their achievements and success in completion of this rank achievement. There were nine (9) Eagle Scouts honored in total.
- Dr. Rogers – She began by congratulating the nine (9) Eagle Scouts that were honored. She added the Bicycle Network had not completed their draft or supplied any additional information.
- Mrs. Spann – She reported on her attendance and topics for each of the following; Historic Preservation Commission, Zoning Committee and Municipal Alliance
- Mr. Taylor – He had no meetings to report on but commented on Linda Scott's retirement. He mentioned her work with the recycling tonnage grant and how she developed the recycling program for the township.
- Mayor Scott – Mayor Scott reminded all that Candidates Nights would be held on October 7th. He briefly explained how to vote by mail for the General Election in November. Mayor Scott discussed the Library residency and their choices to use Odd Fellows located on Main Street or the alternative use of a trailer on Park Place West. Decision is still pending.

Follow up Items –

- Shadow Oaks Sewer Connection – Denise Marabello: Mr. Decker supplied an email to the members of the Township Committee explaining the need for a pump station for Shadow Oaks and the general expense. Ms. Marabello further explained the need for flow information from South Brunswick Township and Middlesex County, as this may increase sewer charges for all township residents.
- Plainsboro Road Paving/Contractor – Denise Marabello: Ms. Marabello spoke to Mr. Decker who spoke directly with the contractor. The contractor has fixed the curbing by the residents' driveway, however, the other areas along the roadway are correct and are performing properly.

Boards and Commission – Vacancies:

Ms. Rubin announced the current vacancies as;

- Clock Winding Committee
- Board of Recreation Commissioners
- Municipal Alliance

Ordinances –

First Reading - None

Second Reading – None

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Resolutions – Consent

Mayor Scott asked the Township Committee if there were any questions or comments on the Consent Agenda items. Hearing none, Mayor Scott requested a motion to adopt the existing Resolutions. On a motion by Mr. Ferrante, seconded by Dr. Rogers the following Consent Resolutions were adopted by the following vote:

Ayes: (Ferrante
(Rogers
(Spann
(Taylor
(Scott

Abstain: (None

Absent: (None

Nays: (None

Cranbury Township Resolution #R 09-20-110

NOW, THEREFORE, BE IT RESOLVED, by the Township of Cranbury that all bills and claims as audited and found to be correct be paid;

CRANBURY TOWNSHIP # R 9-20-111

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$22,737.00 which item is now available as a revenue from the County of Middlesex pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$22,737.00 is hereby appropriated under the caption "Community Development Block Grant 2020".

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Chief Financial Officer

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**CRANBURY TOWNSHIP RESOLUTION # R 09-20-112
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the "**Municipal Clerk**") pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the *Township Committee* of the *Township of Cranbury*, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

CRANBURY TOWNSHIP RESOLUTION # 09-20-113

A RESOLUTION CHANGING THE CUSTODIAN OF A PETTY CASH FUND

WHEREAS, Rickey Varga was custodian of the Police Petty Cash Fund, and

WHEREAS, in accordance with N.J.S.A. 40A:5-21, the Township of Cranbury is changing custodians to Michael Owens; and

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WHEREAS, Michael Owens is bonded in the amount of \$500.00 by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED that the Township of Cranbury, County of Middlesex hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval

CRANBURY TOWNSHIP RESOLUTION # 09-20-114

A RESOLUTION CHANGING THE CUSTODIAN OF A PETTY CASH FUND

WHEREAS, Linda Scott was custodian of the Public Works Petty Cash Fund, and

WHEREAS, in accordance with N.J.S.A. 40A:5-21, the Township of Cranbury is changing custodians to Lori Thompson; and

WHEREAS, Lori Thompson is bonded in the amount of \$200.00 by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED that the Township of Cranbury, County of Middlesex hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

CRANBURY TOWNSHIP RESOLUTION # 09-20-115

A RESOLUTION CHANGING THE CUSTODIAN OF A PETTY CASH FUND

WHEREAS, Pat Kohlhepp was custodian of the Recreation Petty Cash Fund, and

WHEREAS, in accordance with N.J.S.A. 40A:5-21, the Township of Cranbury is changing custodians to Sonya Harrison; and

WHEREAS, Sonya Harrison is bonded in the amount of \$500.00 by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED that the Township of Cranbury, County of Middlesex hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval

**Cranbury Township Resolution # R 09-20-116
Salary Resolution for Chief of Police**

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following salaries, wages and fees shall be paid to the various Township Officials and employees of the Township of Cranbury effective October 1, 2020 unless otherwise noted:

TITLE	ANNUAL SALARY RANGE	
	MINIMUM SALARY	MAXIMUM SALARY
Chief of Police – Full Time	\$90,000	\$155,000

Work Session:

Economic Development Advisory Committee Presentation: Mayor Scott introduced Darek Hahn, Chairperson. Mr. Hahn began the presentation which was further continued by various members including Lisa Knierim, Tamara Vestok, Nancy Witt, Arjun Lahiri and Pam Walker. The presentation included their vision statement, timeline for completion, and the results from the survey completed by the

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public. The presentation and survey results will be placed on the township website. The Mayor's email is the point of contact between the public and the committee.

Public Comment

Mayor Scott opened the meeting to general public comment.

- Karen Callahan – Board of Education Member – Read a statement Thanking Chief Varga for his service (see attached).
- Omar Mobin-Uddin– He asked what role the Cranbury Business Authority has with the Economic Development Advisory Committee. Ms. Walker (EDAC member) responded that they will work together in collaboration with moving forward.
- Jennifer Suttmeier – Ms. Suttmeier asked if Shadow Oaks residents are supporting the sewer system that they are unable to use with their taxes. Ms. Marabello explained that sewer rates are checked every two (2) years to assure that only those charged are those that use sewer.

Hearing no other public comment, Mayor Scott closed the meeting to public comment.

Action Items:

- Bicycle Network Link Email Blast to Residents- D. Rubin
- Upload Economic Development Advisory Committee presentation to website – D. Rubin

Adjourn

Mayor Scott requested a motion to adjourn. On motion by Mr. Taylor, seconded by Dr. Rogers and unanimously carried, the meeting adjourned at 8:55 p.m.

Debra A. Rubin, RMC
Municipal Clerk

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Karen Callahan's Statement for Chief Varga:

Thanked Chief Varga for his service and read the following: On behalf of the Board of Education, I would like to thank Chief Varga for his many years of service to the community and for his continued support of our school district throughout the years. Your department has been a constant presence at our schools, greeting our students and families each morning while directing traffic or providing additional security at our most treasured school events, like back to school nights, holiday and spring concerts and graduation just to name a few. Dr Genco and I have had the privilege of working closely with you and have truly valued our partnership. Thank you for your leadership particularly during times of crisis by assisting the community in navigating the aftermath of Superstorm Sandy, helping to ensure the safe return of a missing child, and most recently coordinating efforts for managing the current health crisis. Whatever the circumstances, your department has always been present to provide support when it was needed most. On behalf of Dr Genco and the Board of Education we want to wish you all the best in your retirement! Thank you and enjoy!