

REGULAR MEETING
LAWRENCE TOWNSHIP COUNCIL
LAWRENCE TOWNSHIP MUNICIPAL BUILDING
COUNCIL MEETING ROOM – UPPER LEVEL

May 20, 2025

The following are the Minutes of a Regular Meeting of the Lawrence Township Council that was held on Tuesday, May 20, 2025, at 6:30 p.m.

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

Mayor Farmer advised that May is “Mental Health Awareness Month.” She stated that she would like to draw attention to the importance of looking out for our neighbors and friends, and to help create awareness and advocacy, as well as to end the stigma surrounding mental health.

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

STATEMENT OF PROPER NOTICE: "Adequate notice of this meeting of the Lawrence Township Council being held on Tuesday, May 20, 2025, has been provided through the posting of the annual meeting schedule of said Council in accordance with Section 13 of the Open Public Meetings Act." Said Notice was forwarded to The Trentonian, The Times and The Princeton Packet on December 19, 2024.

The roll was then called as follows:

Present: Councilmembers Bobbitt, Kownacki, Perry, Santos and Mayor Farmer.
Absent: None.

Also in attendance were Kevin Nerwinski, Esq., Municipal Manager, and Arthur Sypek, Esq., Municipal Attorney.

Special Proclamations, Recognitions and Presentations

Mayor Farmer stated that Council has no formal presentations or proclamations; however, they will have a brief update by Reverend Dr. Jeffrey A. Vamos regarding the Mayor’s Task Force. She then turned the floor over to Mr. Vamos for the presentation.

Reverend Vamos, Pastor of The Lawrence Presbyterian Church, and member of the Task Force, greeted Council and all those in attendance. He began by reviewing the reason why Council created the Mayor's Task Force, and reiterated their mission statement. Mr. Vamos reported that the Task Force held a community meeting on May 13th, which was both well attended and well represented by diverse communities within Lawrence Township. He expressed that great effort was made to make sure every voice was heard, and informed Council that those who spoke at the meeting were asked to express their feedback via email or written form so that their opinions could be collected, catalogued, and analyzed. He further discussed the group's data collection efforts, and stated that after sifting through this information they will possibly have a report ready by June 4th.

Mayor Farmer thanked Pastor Vamos for his presentation, and stated that both Council and Manager Nerwinski attended the community meeting. She thanked members of the Task Force for the tremendous work that they have done thus far.

Public Participation

Ms. Martha Friend stated that *Lawrence Neighbors Together* is hosting the "Lawrence Pride Fest Fun Run Walk and Roll," which will be held on Father's Day at the Lawrence Shopping Center. She shared that she received a letter from Governor Murphy recognizing this event, and read his letter aloud to Council, in which he commended the Town for their dedication to celebrating diversity, community unity, and honoring the achievements and contributions of the LGBTQ+ community.

Ms. Ellen Maak stated that she is a voluntary board member of the *Lawrence Alcohol and Drug Alliance*. She shared that she has spent her life professionally and privately advocating for members of her community, and discovered that there existed a staggering "knowledge deficit" within the community regarding substance use, mental health, alcohol, tobacco, and gambling disorders, which hinders access to prevention resources and treatment opportunities. Because of this, Ms. Maak stated her mission is to provide meaningful evidence-based facts to Lawrence Township residents in a compassionate and non-judgmental way, and thanked Council for the opportunity to serve the residents in this capacity.

Mayor Farmer acknowledged that this is a very important issue, which falls in line with May being "Mental Health Awareness Month." She wished to thank and recognize Ms. Maak for her volunteer work, and the education she has provided to the community with regard to this issue.

Review and Revisions of Agenda

There was no review or revision of the agenda.

Adoption of Minutes

On a motion by Mr. Bobbitt, seconded by Mr. Kownacki, the Minutes of the Regular Meeting of February 4, 2025 were approved without corrections on the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Bobbitt	X					X	
Mr. Kownacki	X						X
Ms. Perry	X						
Ms. Santos					X		
Mayor Farmer	X						

Awarding or Rejecting of Bids

There was no award or rejection of bids.

Introduction of Ordinances

There was no introduction of ordinances.

Adoption of Ordinances

Mayor Farmer read by title, an ordinance entitled, "ORDINANCE APPROPRIATING \$3,022,500 FROM THE CAPITAL IMPROVEMENT FUND FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF LAWRENCE, IN THE COUNTY OF MERCER, NEW JERSEY".

Mr. Nerwinski reported that in NJ Budget Law, there are two steps to the process. The first step is funding the capital improvements through adopting the Municipal Budget, and the second step is authorizing the use of the money for the detailed purpose.

Ordinance No. 2492-25

ORDINANCE APPROPRIATING \$3,022,500 FROM THE CAPITAL IMPROVEMENT FUND FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF LAWRENCE, IN THE COUNTY OF MERCER, NEW JERSEY

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LAWRENCE, IN THE COUNTY OF MERCER, NEW JERSEY AS FOLLOWS:

Section 1. \$3,022,500.00 is hereby appropriated from the Capital Improvement Fund for various capital improvements in and by the Township of Lawrence, in the County of Mercer, New Jersey (the "Township") as set forth below:

Purpose	Appropriation and Estimated Cost
A. Various Computer and Office Equipment consisting of but not limited to: Non-Police Computer Equipment/Software/Wi-Fi Upgrades/UPS Batteries; Police Computer Equipment/Software/Wi-Fi Upgrades/UPS Batteries; Clerk Records Retention/OPRA Software	\$110,000
B. Acquisition of Various Public Safety Equipment consisting of but not limited to: Body/Vehicle Cameras; Police Barricades and Cones	\$157,000
C. Improvements to Municipal Buildings: Buildings & Grounds HVAC Replacement Program; Buildings & Grounds Police Department Fuel Tank; Buildings & Grounds Senior Center 4 Foot Retaining Wall; Engineering EV Charging Stations (Townhall (2), Sr Ctr (1)); Engineering Community Center Improvements	\$1,525,600
D. Acquisition of Fire/Rescue Equipment: EMS Bulletproof Vests; Fire Services Personal Protective Equipment; Fire Services SCBA's; Fire Services Power Load Stretcher; Fire Inspection Turn-out Gear	\$249,900
E. Acquisition of Various Communication Equipment: Fire Services Radios and Pagers	\$100,000
F. Acquisition of Various Equipment: Streets & Roads Dump Truck with Plow and Spreader; Vehicle Maintenance Four Post Mobile Vehicle Lift; Vehicle Maintenance Pneumatic Tire Changer with Bead Assist; Park Maintenance 2 Zero Turn Mowers; Park Maint 6 Cubic Yard Compactor Truck	\$580,000
G. Acquisition of Fire Apparatus: Ladder Truck (multi-year); Tanker with Pump (multi-year)	\$300,000
TOTAL	\$3,022,500

Section 2. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by law.

Adopted: May 20, 2025

The Ordinance No. 2492-25 was approved on the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Bobbitt	X					X	
Mr. Kownacki	X						
Ms. Perry	X						
Ms. Santos	X						X
Mayor Farmer	X						

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Mayor Farmer read by title, an ordinance entitled, "ORDINANCE PROVIDING FOR VARIOUS ROAD IMPROVEMENTS (MILL AND OVERLAY INCLUDING ALL WORK AND MATERIALS) IN AND BY THE TOWNSHIP OF LAWRENCE, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$2,497,825 IN CAPITAL IMPROVEMENT FUNDS".

Mr. Nerwinski reported that this relates to the Township's road improvement program. He stated that the Ordinance allows for the Township to execute the work listed in the ordinance for milling and roadwork.

#### Ordinance No. 2493-25

ORDINANCE PROVIDING FOR VARIOUS ROAD IMPROVEMENTS  
(MILL AND OVERLAY INCLUDING ALL WORK AND MATERIALS) IN  
AND BY THE TOWNSHIP OF LAWRENCE, IN THE COUNTY OF  
MERCER, NEW JERSEY, APPROPRIATING \$2,497,825 IN  
CAPITAL IMPROVEMENT FUNDS

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

**Section 1.** The improvement described in Section 2 of this ordinance is hereby authorized to be undertaken by the Township of Lawrence, in the County of Mercer, New Jersey is hereby appropriated in the amount of \$2,497,825 in Capital Improvement Funds.

**Section 2.** The purpose for which the funds are provided is (1) the 2025 Road improvement program consisting of Titus Avenue, Phillips Avenue, Craven Lane, Gordon Avenue, James Street, George Street; Cold Soil Road (Van Kirk Road to S-Curve);

Bergen Street (Craven Ave to Cold Soil Road); Mill Road; Glenn Avenue (Stonicker Drive to Darrah Lane) & Stonicker Drive (Princeton Pike to Allen Lane); Storm Sewer Infrastructure Improvements (Lombard Avenue & Shelmet Lane, Willow Road, Bakers Basin); Princess Road Connectivity Improvements; Forrest Avenue & Rossa Avenue; Lawn Park Avenue; Point Court; Tartan Court; Hughes Avenue; Allen Lane Sidewalk; Brunswick Pike Streetscape Phase 2; (2) Concrete Improvements incidental to overlay and all work and materials necessary therefore or incidental thereto; and (3) Guiderails/Traffic Signal Improvements incidental to overlay.

**Section 3.** The capital budget of the Township of Lawrence is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

**Section 4.** The following additional matters are hereby determined, declared, recited and stated:

(a) The purposes described in Section 2 of this ordinance are not current expenses. They are all improvements that may be lawfully undertaken as general improvements, and no part of the costs thereof has been or shall be specially assessed on property specially benefited thereby.

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

**Section 6.** This ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by law.

Adopted: May 20, 2025

The Ordinance No. 2493-25 was approved on the following roll call vote:

| COUNCIL      | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|--------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt  | X   |     |         |        |         | X    |        |
| Mr. Kownacki | X   |     |         |        |         |      |        |
| Ms. Perry    | X   |     |         |        |         |      |        |
| Ms. Santos   | X   |     |         |        |         |      | X      |
| Mayor Farmer | X   |     |         |        |         |      |        |

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Mayor Farmer read by title, an ordinance entitled, "AN ORDINANCE AMENDING ORDINANCE NO. 2473-24 SALARY ORDINANCE OF THE TOWNSHIP OF LAWRENCE – UNCLASSIFIED AND/OR EXEMPT, SEASONAL, EMERGENCY (NON-UNION) EMPLOYEES FOR 2023-2025".

Mr. Nerwinski reported that this Ordinance addresses three items. He stated the first item is that efforts to hire a Treasurer through NJ Civil Service have been unsuccessful, so the Township's needs are being addressed in the Finance Department by adding the title of *Auditor Accountant Trainee*; an individual with a college degree in Accounting who can work themselves up through the ranks and help resolve the workforce issue. He relayed that the second item is that the Township is formally adding the VIP Uniform Allowance compensation and Volunteer Deputy Chief Stipend to the Ordinance, which is a housekeeping item that has already been approved. Finally, the third item Mr. Nerwinski revealed is that, pursuant to Federal law, all municipalities in New Jersey are required to designate an *Americans with Disabilities Act (ADA) Coordinator*. He explained that Mr. Whitehead's responsibilities will be expanded to include this responsibility and title, and he will receive a \$5,000.00 stipend.

Councilwoman Perry asked what the length of the appointment would be for the Americans with Disabilities Act (ADA) Coordinator, to which Mr. Nerwinski replied that there is no term involved with this appointment.

Ordinance No 2494-25

AN ORDINANCE AMENDING ORDINANCE NO. 2473-24 SALARY ORDINANCE OF THE TOWNSHIP OF LAWRENCE – UNCLASSIFIED AND/OR EXEMPT, SEASONAL, EMERGENCY (NON-UNION) EMPLOYEES FOR 2023-2025

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

Section I. Short Title

This ordinance shall be known and may be recited as "The Salary Ordinance of the Township of Lawrence – Unclassified and/or Exempt, Seasonal, Emergency (non-union) Employees for 2023-2025."

Section II. Salaried Employees

The attached list of salaried positions and job titles, Schedule A and Schedule B, are hereby authorized and assigned the appropriate salary ranges for 2023-2025, and are determined by date of hire as an employee of Lawrence Township.

This ordinance will continue the Township's consistent policy of providing comparable fringe benefits to exempt employees during their active service as that provided

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

Section III. Part-Time or Seasonal Employees

The following part-time or seasonal positions and job titles are hereby authorized and assigned the following pay maximums commencing January 1, 2023, January 1, 2024, and January 1, 2025:

Position of Job Title	Basis	2023	2024	2025
Armed Court Attendant	Hourly	\$27.75	\$28.37	\$29.01
Emergency Medical	Hourly	\$24.56	\$25.11	\$25.68
Firefighter	Hourly	\$20.13	\$20.58	\$21.05
Laborer (Seasonal)	Hourly	14.00	\$14.32	\$14.64
Life Guard	Hourly	Federal Minimum Wage up to	Federal Minimum Wage up to \$18.50	Federal Minimum Wage up to \$20.00
Recreation Aid	Hourly	Federal Minimum Wage up to	Federal Minimum Wage up to	Federal Minimum Wage up to
Recycling Coordinator	Per Annum	\$9,137	\$9,343	\$9,553
School Traffic Guard	Hourly	\$19.29	\$19.72	\$20.17
Secretary/Board & Committee	Per Annum*	\$1,800.00	\$1,800.00	\$1,800.00
Tax Search Officer	Per Annum	\$12,810	\$13,098	\$13,393
Zoning Officer	Per Annum	\$5,959	\$6,093	\$6,230
Assistant Director of Public Works-	Per Annum	\$6,000	\$6,000	\$6,000
Affordable Housing Liaison	Per Annum	\$6,267	\$6,408	\$6,552
Affordable Housing Resale	Per Showing	\$100	\$100	\$100
Fire Department Liaison	Hourly	\$25.00	\$25.00	\$25.00
Position of Job Title	Basis	2023	2024	2025
Deputy Registrar Vital Statistics	Per Annum	\$2,500	\$2,500	\$2,500
Municipal Court Attendee	Hourly	\$24.90	\$25.46	\$26.03
SLEO Class III	Hourly	\$36.00	\$36.81	\$37.64
Park Attendant	Hourly	\$16.58	\$16.95	\$17.33
Security Guard	Hourly	\$25.00	\$25.56	\$26.14
Records Management	Per Annum	\$2,000	\$2,000	\$2,000
Grant Coordinator	Per Annum		\$3,000	\$3,000
Emergency Response Specialist	Hourly	Federal Minimum Wage up to \$50.00 per hour	Federal Minimum Wage up to \$50.00 per hour	Federal Minimum Wage up to \$50.00 per hour
Volunteer Incentive Plan (VIP)	Per Call	Minimum \$2.00 up to a Maximum of \$50.00	Minimum \$2.00 up to a Maximum of	Minimum \$2.00 up to a
Uniform Allowance				

<u>Volunteer Deputy Fire Chief</u>	<u>Per Annum</u>	<u>\$2,500.00</u>	<u>\$2,500.00</u>	<u>\$2,500.00</u>
<u>ADA Compliance Officer</u>	<u>Per Annum</u>	-	-	<u>\$5,000</u>
All Others	Hourly	Federal Minimum Wage up to Step 1 In Applicable Job Title	Federal Minimum Wage up to Step 1 In Applicable Job Title	Federal Minimum Wage up to Step 1 In Applicable Job Title

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

Section IV. Eligibility

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

Section V. Longevity

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

Length of Service

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

Section VI. Other Personnel and Working Conditions

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

Section VII. Repealer

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

Section VIII. Severability

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

Section IX. Effective Date

- A. This ordinance shall take effect immediately after final adoption as provided by law.
- B. All salary or compensation provided for and by this ordinance shall be effective the first day of January.

Adopted: May 20, 2025

Additions are underlined_____

Deletions are []

The Ordinance No. 2494-25 was approved on the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Bobbitt	X					X	
Mr. Kownacki	X						
Ms. Perry	X						X
Ms. Santos	X						
Mayor Farmer	X						

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Mayor Farmer read by title, an ordinance entitled, "AN ORDINANCE AMENDING THE CONSOLIDATED LICENSE, PERMIT AND FEE CHAPTER OF THE LAWRENCE TOWNSHIP ADMINISTRATIVE CODE".

Mr. Nerwinski reported that this Ordinance addresses two items. The first item is that there is an added registration fee of \$50.00 for the state law that mandates NJ municipalities to register Landlords and collect insurance certificates for rental properties, which is in line with the added responsibility of the Clerk's Office in the handling of approximately 3000 registrations. The second item memorializes the \$20.00 fee for

returned checks for tax payments to the Tax Collector only, which has been a policy of the Township that is now being formalized.

Ordinance No. 2495-25

AN ORDINANCE AMENDING THE CONSOLIDATED LICENSE, PERMIT AND FEE  
CHAPTER OF THE LAWRENCE TOWNSHIP ADMINISTRATIVE CODE

BE IT ORDAINED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey, that Chapter 156 "Fees" is hereby amended as follows:

Section 1.

Sec. 156-2 Animals

|                    |                  |
|--------------------|------------------|
| Animal Trap Rental | \$15.00/1-7 days |
| Animal Release     | \$50.00          |

Sec. 156-3 Division of Fire Safety, Uniform Fire Code

(a) Basic Inspection Fee

|                    |          |
|--------------------|----------|
| Under 500 sf       | \$75.00  |
| 501 - 999 sf       | \$105.00 |
| 1,000 - 4,999 sf   | \$145.00 |
| 5,000 – 9,999 sf   | \$180.00 |
| 10,000 – 15,000 sf | \$200.00 |
| 15,001 – 20,000 sf | \$285.00 |
| 20,001 – 30,000 sf | \$395.00 |
| Over 30,000 sf     | \$620.00 |

(b) Application Permit Fee

|        |            |
|--------|------------|
| Type 1 | \$54.00    |
| Type 2 | \$214.00   |
| Type 3 | \$427.00   |
| Type 4 | \$641.00   |
| Type 5 | \$1,380.00 |

(c) Certificate of Smoke Detector and Carbon

Monoxide Alarm Compliance

Application Fee received:

|                                                 |         |
|-------------------------------------------------|---------|
| -10 business days prior to change of Occupant   | \$45.00 |
| -4-10 business days prior to change of Occupant | \$90.00 |

|                |                                                                                          |                                                    |
|----------------|------------------------------------------------------------------------------------------|----------------------------------------------------|
|                | -fewer than 4 business days prior to change of Occupant                                  | \$161.00                                           |
|                | Fire Lane Summons                                                                        | \$50.00                                            |
|                | MRNA Alarm Registration                                                                  | \$30.00                                            |
| Sec. 156A-4    | Retail Food Licenses                                                                     |                                                    |
|                | Food Handlers Licenses –                                                                 |                                                    |
|                | Various Categories                                                                       | \$5.00-\$450.00                                    |
|                | Food Handlers Licenses-Duplicate                                                         | \$15.00                                            |
|                | Food Handlers Licenses-Delinquent                                                        | \$2.50/day                                         |
| Sec. 156A-7    | Events and gatherings                                                                    |                                                    |
|                | Miscellaneous events                                                                     | \$15.00/day                                        |
| Sec. 156A-11   | Individual Subsurface Sewage Disposal Systems                                            |                                                    |
|                | Septic System Application-New                                                            | \$775.00                                           |
|                | Septic System Application-Alter.                                                         | \$600.00                                           |
|                | Septic System Minor Repair                                                               | \$175.00                                           |
|                | Septic System Tank Permit to Empty                                                       | \$10.00                                            |
| Sec. 156A-19.1 | Swimming Pool Fees                                                                       |                                                    |
|                | Issuance/Renewal to Operate Year Round                                                   | \$525.00                                           |
|                | Issuance/Renewal to Operate Seasonal                                                     | \$325.00                                           |
|                | Locate and construct                                                                     | \$325.00                                           |
|                | Alterations                                                                              | \$325.00                                           |
| Sec. 156A-22   | Documents, copying and miscellaneous charges                                             |                                                    |
|                | Proof of Insurance Letter for Limousines                                                 | \$25.00 for first car; \$15.00 each additional car |
|                | <u>Landlord Certificate of Registration and Registration of Certificate of Insurance</u> |                                                    |
|                | <u>\$50.00</u>                                                                           |                                                    |
|                | (annually)                                                                               |                                                    |
|                | Certified copies of marriage, birth,                                                     |                                                    |

|                                                                                                                                                        |               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| death, domestic partnership and<br>civil union records                                                                                                 | \$18.00       |
| Maps                                                                                                                                                   | \$10.00       |
| Flu Shot Fee (No fee if senior citizen or high risk)                                                                                                   | \$15.00       |
| Vaccinations – Per Dose Administered                                                                                                                   | \$0-\$30.00   |
| Correction to Vital Records                                                                                                                            | \$35.00       |
| Electric Vehicle Charging Station<br>(with 30-minute grace period after vehicle is fully charged, after which fee<br>increases to \$5.00-\$50.00/hour) | \$1.00-\$5.00 |

## Sec. 156A-24 Miscellaneous Fees

|                                   |              |
|-----------------------------------|--------------|
| Well Installation                 | \$175.00     |
| Well Abandonment                  | \$75.00      |
| Housing Inspection Fee            | \$80.00      |
| Multiple Dwelling Units 1-7       | \$39.00/unit |
| Multiple Dwelling Units 8-24      | \$27.00/unit |
| Multiple Dwelling Units 25-48     | \$24.00/unit |
| Multiple Dwelling Units 49 and Up | \$18.00/unit |
| Hotel 1-20 Units                  | \$17.00/unit |
| Hotel 21-100 Units                | \$14.00/unit |
| Hotel 101-250 Units               | \$10.00/unit |
| Hotel 251 Units & Up              | \$7.00/unit  |
| Leaf Mulch/Wood Chips Loading Fee | \$11.00/yard |
| Receiving Material                | \$11.00/yard |
| Mechanic's Labor Rate LTBOE       | \$31.50/hour |
| Mechanic's Labor Rate ELSA        | \$31.50/hour |
| Trashcan 95 Gallon                | \$55.00      |
| Trashcan 65 Gallon                | \$50.00      |

|                                                                                                                               |                |
|-------------------------------------------------------------------------------------------------------------------------------|----------------|
| Trashcan 35 Gallon                                                                                                            | \$45.00        |
| Lead Inspection Rental Units (DCA)                                                                                            | \$20.00        |
| Lead Inspection Rental Units (Health)                                                                                         | \$25.00        |
| <u>Returned Check Fee-Tax Collector Only</u>                                                                                  | <u>\$20.00</u> |
| <u>(to include: Non-Sufficient Funds, Closed Accounts, Refer to Maker, Missing Signature and other various check returns)</u> |                |

Sec. 156-26 Police Department Fees

|     |                       |              |
|-----|-----------------------|--------------|
| (k) | Firearms Purchase     |              |
| (1) | Identification Card   | \$50.00      |
| (2) | Pistol Permit         | \$25.00      |
| (3) | Firearms Carry Permit | \$150.00     |
| (l) | Use of Police Vehicle | \$30.00/hour |

Section 2. Repealer

All ordinances or parts of same inconsistent with any provisions of this ordinance are hereby repealed to the extent of such inconsistency.

Section 3. Severability

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

Section 4. Effective Date

This ordinance shall take effect twenty (20) days after adoption thereof.

Adopted: May 20, 2025

New material is underlined \_\_\_\_\_

Deleted material is bracketed[ ]

The Ordinance No. 2495-25 was approved on the following roll call vote:

| COUNCIL      | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|--------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt  | X   |     |         |        |         | X    |        |
| Mr. Kownacki | X   |     |         |        |         |      |        |
| Ms. Perry    | X   |     |         |        |         |      |        |
| Ms. Santos   | X   |     |         |        |         |      | X      |
| Mayor Farmer | X   |     |         |        |         |      |        |

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Mayor Farmer read by title, an ordinance entitled, " AN ORDINANCE AMENDING ORDINANCE NO. 2418-22 ESTABLISHING RATES FOR SEWER SERVICE".

Mr. Nerwinski reported that this adds additional language to the Ordinance, as there are times when residents are unaware that the current billing is actually based on previous metered water consumption at the property as recorded by the water company, so language was added to make the Ordinance clearer to individuals who have concerns about their current charges.

Ordinance No. 2496-25

AN ORDINANCE AMENDING ORDINANCE NO. 2418-22 ESTABLISHING RATES FOR SEWER SERVICE

BE IT ORDAINED by the Township Council of the Township of Lawrence, County of Mercer, State of New Jersey that Section 20-1A of the Lawrence Township Administrative Code entitled 'Sewers and Sewage Disposal' is hereby amended as follows:

Section 20-1A Sewer Connection – Schedule of Rates for Sewer Services

A. Fixed Charge

1. Single family residential, multi-family residential, hotel/motel, and commercial. There will be a charge of \$65.00 dollars annually for each residence (including individual apartments in apartment complexes) and each individual non-residential unit.

B. Fees Attributable to Operation and Maintenance Charges

1. All users shall be subject to an additional fee attributable to Operation and Maintenance charges of \$5.25 per hundred cubic feet of water. Current billing shall be based on previous metered water consumption at the property as reported by the water company

D. Rate Charges for Unmetered Premises

1. Charges for residential sewer service for premises without metered sewer or water connections shall be based on an estimated annual water consumption of fourteen thousand two hundred (14,200) cubic feet. Applying the Operation and Maintenance charges of \$5.25 per hundred;
 - a. Each unmetered residential use \$745.50
 - b. Each residential use shall be charged the fee for Debt Service, Billing and Administration \$65.00

2. Charges for sewer service for hotels and motels without metered sewer or water connections shall be based on an estimated annual water consumption of six thousand four hundred and fifty (6,450) cubic feet. Applying the Operation and Maintenance charges of \$5.25 per hundred...
 - a. Each unmetered room \$338.63
 - b. Each room shall be charged the fee for Debt Service, Billing and Administration \$65.00

3. Charges for sewer service for all other uses without metered sewer or water connections shall be based on an estimated annual water consumption of fourteen thousand two hundred (14,200) cubic feet for up to ten fixtures. Each additional fixture shall be estimated at one thousand four hundred and twenty (1,420) cubic feet. Applying the Operation and Maintenance charges of \$5.25 per hundred...
 - a. Each use up to ten fixtures \$745.50
 - b. Each additional fixture \$74.55
 - c. Each use shall be charged the fee for Debt Service, Billing and Administration \$65.00

Deletions are in brackets []

Additions are underlined ____

Adopted: May 20, 2025

The Ordinance No. 2496-25 was approved on the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Bobbitt	X					X	
Mr. Kownacki	X						
Ms. Perry	X						
Ms. Santos	X						X
Mayor Farmer	X						

Manager's Report –

Township Manager Kevin Nerwinski submitted invoice listings for the month of May 2025 in the amount of \$1,326,231.04.

Mr. Nerwinski presented Council with the comprehensive 2024 Annual Audit Report for the Township of Lawrence, fiscal year ending December 31, 2024. He stated that the report is performed by an independent registered municipal auditor accountant to audit the Town's finances, and advised that there were no adverse findings or adverse commentary from the auditors. Mr. Nerwinski requested that Council review the report, as a Resolution will be forthcoming at the next meeting. He explained that they will be asked to certify receipt and review of the Audit Report, and expressed that they can reach out to him if they have any questions regarding any of the content in the report.

Mr. Nerwinski advised that the CFO is retiring effective, December 1, 2025, and emphasized the critical importance of this position to the Township. He revealed that the last two CFO's understood Lawrence Township's form of government and were promoted from within, stepping into the role with over 20 years of experience. As the Township currently does not have anyone to promote from within, Mr. Nerwinski explained that the process of choosing a new CFO must start now.

Mr. Nerwinski explained that he would like to prepare a job description to be posted immediately with certain criteria that he will share with Council. He stated that the CFO position is the appointment of the Council, as they are required to vote on a qualified candidate; however, since the CFO and the Manager work closely together, he is respectfully asking that he and Mr. Kiriakatis be involved in the process.

Additionally, Mr. Nerwinski informed Council that the number of qualified CFOs in government is declining, which could create challenges in finding a suitable candidate. He explained that, in such cases, some municipalities contract with outside firms on a temporary basis to fulfill the duties of a CFO, while others opt to share services. However, Mr. Nerwinski noted that Lawrence Township is too large a municipality for a shared-services arrangement to be a viable option. Because of this, he explained, it is crucial that they find a qualified candidate by September 1, 2025, which would allow that person 3 months' time to train with the current CFO for a seamless transition.

Mayor Farmer stated she agrees that the CFO and the Manager should be part of the process, as the Council will look to them for guidance in making the selection. Additional discussion took place with regard to the Township working with Joe Monzo, a longtime professional in the field, along with *Phoenix Advisors*, a Lawrence Township vendor, to help craft a classified ad containing a description that will capture all the necessary elements needed for the position. Mr. Nerwinski relayed that the financial advisors feel Lawrence is in great fiscal shape based on the current audit, so the Township should not have a problem recruiting a qualified CFO.

In other Township news, Mr. Nerwinski reported that renovations to the Council Chambers are underway, and the process will be accomplished in two phases. The first phase pertains to the physical aspects of the chamber, while the second phase concerns the lighting system. His recommendation for next year's budget would be to include a better system for live feeds. He reminded Council that the current system was implemented at the recommendation of Township resident, Martha Friend, in response to the pandemic. Now that viewership has grown, he suggested it would benefit the Township if the administration budgeted for a more professional system.

Attorney's Report –

Attorney Sypek stated that he has nothing to report this evening; however, the Township does have very active areas of legal issues, which he and the Manager have discussed. The legal matters will be discussed with Council in closed session over the next three meetings, and he will try to prepare some information for them to view prior to meetings.

Clerk's Report –

Municipal Clerk, Tonya Carter, reported that the Clerk's Office is preparing for the upcoming June 10th Primary Election, and by the next meeting of Council, the election will be over. She stated that her office is open tonight until 7:00 p.m. for Late Night Voter's Registration. Ms. Carter further reported that the cutoff for the Vote by Mail Ballot is June 3rd, the Vote by Mail In-Person is scheduled for June 9th at 3:00 p.m., and Early Voting is scheduled for June 3rd through June 8th. She then displayed a copy of a flier that was introduced this year by the County Clerk, which contains a QR Code that will provide users with information regarding the 2025 Election. She stated the flier will be posted on the Town Hall bulletin board and available on the County and Township websites.

Ms. Carter advised Council that the Summer Schedule is coming up, which will consist of one meeting per month, starting at 6:00 p.m., in the months of June through August. She discussed that there will also be one meeting in September; however, it will start at the regular meeting time of 6:30 p.m. She indicated, as was previously stated by the Municipal Manager, that renovations of the Council Chambers will begin over the summer, so the next few meetings will be held in the Lower Level Conference Room here at Town Hall. In closing, Ms. Carter stated she was very happy about the start of renovations, and wished everyone a "Happy Summer," which will be here soon.

Unfinished Business –

There was no unfinished business.

New Business –

There was no new business.

Public Participation (3-minute limitation per speaker) –

There was no public participation.

Resolutions

Resolution Nos. 197-25 (18-C.1) though 194-25 (18-H.9) were approved, with the exception of 203-25 (18-H.5), 205-25 (18-H-7), 206-25 (18-H.8), by the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Bobbitt	X					X	
Mr. Kownacki	X						
Ms. Perry	X						
Ms. Santos	X						X
Mayor Farmer	X						

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

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Mayor Farmer and Council congratulated Ms. Hillman on her new appointment, as Deputy Municipal Clerk.

Resolution No. 203-25 (18-H.5) – Authorizing Resolution Appointing Nicole Hillman as Deputy Municipal Clerk for 3-year term, effective May 21, 2025 through May 20, 2028, was approved by the following roll call vote:

| COUNCIL      | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|--------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt  | X   |     |         |        |         | X    |        |
| Mr. Kownacki | X   |     |         |        |         |      | X      |
| Ms. Perry    | X   |     |         |        |         |      |        |
| Ms. Santos   | X   |     |         |        |         |      |        |
| Mayor Farmer | X   |     |         |        |         |      |        |

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

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Councilwoman Santos inquired as to the intended Land Use and the need for the Estoppel Certificate.

Mr. Nerwinski responded that the Estoppel Certificate is regarding a PILOT Agreement the Township entered into for a redeveloped property located at 40 Enterprise Avenue. The property is a warehouse, he explained, and will continue to be a warehouse. He indicated that the warehouse has been built, the owners now have tenants, and the Estoppel Certificate will be provided to the lender to indicate that they are still in good status.

Attorney Sypek advised that he has reviewed the document, which is in proper order, and is standard in any financing packet; therefore, he has no reservations on the passage of such a Resolution.

Resolution No. 205-25 (18-H.7) - Authorizing the Mayor to Execute Estoppel Certificate for Lawrence Logistics Center Urban Renewal, LLC was approved by the following roll call vote:

COUNCIL	AYE	NAY	PRESENT	ABSENT	ABSTAIN	MOVE	SECOND
Mr. Bobbitt	X					X	
Mr. Kownacki	X						X
Ms. Perry	X						
Ms. Santos	X						
Mayor Farmer	X						

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

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Mr. Nerwinski explained that Ewing Township applied to NJDOT regarding a roundabout at the intersection of Bull Run Road and Federal City Road and is working with County officials in this regard, as they believe a roundabout is the more appropriate solution to calm traffic. Mr. Nerwinski reported that part of their application included a traffic light at Federal Point, so Ewing has asked Lawrence Township to support their grant. He relayed that Council is essentially acknowledging the work and lending their support to both Ewing and Hopewell in their effort to seek grant funding for the roundabout project.

Mr. Nerwinski advised that, although Lawrence Township is in support of Ewing's traffic light and roundabout, there will be no financial impact for Lawrence Township. Additionally, he indicated that there will be no impact on the Township's current design plans submitted to NJDOT for the traffic light at Federal Point Road, which remains the most effective solution for ensuring the safety of Township residents entering and exiting their development.

Attorney Sypek stated he reviewed the content and found it to be satisfactory and agree with the Municipal Manager that the project will have no financial impact on the Township or their design plans.

Resolution No. 206-25 (18-H.8) – Authorizing Resolution of Support for the Roundabout in Ewing and Hopewell Township, was approved by the following roll call vote:

| COUNCIL      | AYE | NAY | PRESENT | ABSENT | ABSTAIN | MOVE | SECOND |
|--------------|-----|-----|---------|--------|---------|------|--------|
| Mr. Bobbitt  | X   |     |         |        |         | X    |        |
| Mr. Kownacki | X   |     |         |        |         |      |        |
| Ms. Perry    | X   |     |         |        |         |      |        |
| Ms. Santos   | X   |     |         |        |         |      | X      |
| Mayor Farmer | X   |     |         |        |         |      |        |

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

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### Council Initiatives/Liaison Reports –

Mr. Kownacki reminded the Council that the Memorial Day Parade and Ceremony will take place on Saturday, May 24<sup>th</sup> at 10:00 a.m., beginning at Lawrence High School and proceeding to Veterans Park. He reported that Mayor Farmer has been invited as the speaker, and all members of Council are invited to walk in the parade. Mr. Kownacki shared that the 112<sup>th</sup> Artillery will fire the artillery piece at the ceremony, and anyone who arrives early can fire the artillery as well.

Mayor Farmer shared that this past weekend she had the opportunity to attended a 20<sup>th</sup> anniversary celebration for the Indian Performing Arts Center, which was led by Lawrence Township residents. She also had the opportunity to attend a dinner last week sponsored by *Younity*, formerly *WomanSpace*, and shared that they have been a tremendous partner in the Lawrence Township community.

Mayor Farmer reported that the Mayor's Task Force meeting was held on May 13<sup>th</sup>, and thanked all of the community members who chose to attend, as well as the Recreation Advisory Committee and the Mayor's Task Force members, stating that that it was a great showing of the Township and the work they are accomplishing together.

Mayor Farmer relayed that the Planning Board meeting was held last night, and she and Councilwoman Perry were in attendance. She stated that they are currently working on the submission of the Township's Housing Plan, which has a deadline of June 30, 2025, and will also be included in the Master Plan.

Mayor Farmer announced that the Diversity, Equity and Inclusion (DEI) Committee will be celebrating *Juneteenth* presently scheduled for Wednesday, June 18<sup>th</sup> at 10:00 a.m. in front of Town Hall.

Additionally, she wished to recognize the significance of Memorial Day, which is about recognizing our men and women who so diligently served our great nation, and stated that it is always an honor to march in the Memorial Day Parade with Council and with the support of the community.

Councilwoman Perry thanked Council for the *Student Representative for Growth & Redevelopment Committee* Ordinance approval and advised that they will be accepting applications and interviewing students to fill the appointment.

Ms. Perry reported that May is Haitian Heritage Month, and as a Haitian American, she was very proud that Governor Murphy signed Bill S3199 on May 9<sup>th</sup>, appointing a Haitian Commission in New Jersey. She stated that New Jersey is the first State in the United States to have such a commission, which allows for resources and an outreach programs to the community.

Additionally, Ms. Perry stated that Councilwoman Charnette Frederic, of Irvington, NJ, invited her to be a keynote speaker at the May 18<sup>th</sup> Haitian Flag Day Ceremony. They recognized Haitian leader Jean-Jacques Dessalines, designer of the Haitian flag, and discussed the many Haitians who have contributed to America, including the founder of Chicago, Jean Baptiste Pointe du Sable, and the Haitian slaves whose revolution indirectly led to the Louisiana Purchase.

Mayor Farmer noted that Councilwoman Perry received an award on Mother's Day for her good works with the organization.

Mayor Farmer shared that she attended a Trenton Water Works Community Meeting last week. She reported that there were NJDEP updates regarding the situation, and several comments were made by Lawrence Township residents, both virtually and in person.

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#### **Written Communications –**

- A. Letter of Notification – Solar Landscaped Community Solar Application to NJ Board of Public Utilities for Community Solar Project in Township of Lawrence, Mercer County – (No Discussion)

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There being no further business to come before this Council, the meeting adjourned at 7:23 p.m.

Respectfully submitted by,

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Tonya D. Carter, Municipal Clerk

Attest:

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Patricia Farmer, Mayor