



BOROUGH COUNCIL REGULAR MEETING - JANUARY 6, 2025 AGENDA

Monday, January 06, 2025 at 7:00 PM

Online via Zoom

CALL TO ORDER - Mayor Davy

ROLL CALL - Borough Clerk - Betty Sterling

Angarone; Chandler; Marciante; Rubenstein; Stern; Valenza; Mayor Davy

OPEN PUBLIC MEETINGS STATEMENT

Notice of this meeting has been given to the Hopewell Valley News, Trenton Times and was posted on the bulletin board at Borough Hall at 30 North Main Street and on the Borough website according to the regulations of the Open Public Meetings Act.

OPEN TO THE PUBLIC

The Meeting is now open to the public for comment. In an effort to provide everyone interested an opportunity to address his or her comments to the Governing Body, a public comment time limit has been instituted for each speaker. Please raise your hand and when the Borough Clerk acknowledges you state your name and address for the record. Please limit comments to the Governing Body to a maximum of 2 minutes.

ORDINANCES FOR INTRODUCTION

- 1.** Ordinance 2025-1 - An Ordinance Increasing Rates Charged by the Pennington Borough Water and Sewer Utility, and Amending the Code of the Borough of Pennington

COMMITTEE REPORTS

- 2. Personnel / Economic Development** - Ms. Angarone
- 3. Public Works / Planning Board / Historic Preservation** - Ms.Stern
- 4. Finance / Public Safety / Arboretum / Landfill/Open Space** - Mrs. Chandler
- 5. Environmental Commission/Shade Tree/Library Board** - Mr. Rubenstein
- 6. Parks & Recreation** - Mr. Marciante
- 7. Board of Health / Net Zero Subcommittee** - Mr. Valenza
- 8. Senior Advisory** - Ms. Angarone / Mr. Marciante

NEW BUSINESS

9. Resolution 2025-1.18 - Resolution Authorizing and Appropriating a Temporary Budget for Borough of Pennington for the Year 2025
10. Resolution 2025-1.19 - Resolution Adopting Cash Management Plan for 2025
11. Resolution 2025-1.20 - Resolution Authorizing Payment of Bills
12. Resolution 2025-1.21 - Resolution Authorizing Shared Services Agreement with the Board of Fire Commissioners of Hopewell Township Fire District No. 1 to Provide All Required Fire Inspection Services for the Period January 1, 2025 Through December 31, 2026
13. Resolution 2025 - 1.22 - Resolution Authorizing Software Support Agreement with Edmunds GovTech for 2025
14. Resolution 2025-1.23 - Resolution Awarding Contract for Continuation of Janitorial Services for the Year 2025
15. Resolution 2025-1.24 - Resolution Establishing On-Line Banking and Credit Card Acceptance for the Payment of Tax and Utility Charges for the Year 2025
16. Resolution 2025-1.25 - Resolution Authorizing an Agreement With Occupational Health, A Program of Penn Medicine Princeton Medical Center for Alcohol and Drug Testing Services and Other Services for the Borough of Pennington for the Year 2025
17. Resolution 2025-1.26 - Resolution Authorizing Professional Services Agreement with PACE Laboratories (formerly NJ Analytical) for Water Analysis for the Period January 1, 2025 to December 31, 2025
18. Resolution 2025-1.27 - Resolution Authorizing Budget Transfers
19. Resolution 2025-1.28 - Resolution Authorizing Shared Services Agreement Between the Borough of Pennington and Hopewell Township for Electronics & Paper Shredding for the Years 2025 and 2026
20. Resolution 2025-1.29 - Resolution Authorizing Borough of Pennington to Enter Into a Shared Service Agreement with Hopewell Borough and Hopewell Township for Senior Services Coordinator for the Year 2025
21. Resolution 2025-1.30 - Resolution Authorizing Connection of 115 Lewis Brook Road in Hopewell Township to the Pennington Sewage Collection System (**AFTER CLOSED SESSION**)
22. Resolution 2024-12.15 - Resolution Authorizing Use and Occupancy Agreement to Permit Temporary Use of the Pennington First Aid Building by the Pennington Borough Fire District No. 1 (**AFTER CLOSED SESSION**)

PROFESSIONAL REPORTS

Borough Administrator - GP Caminiti

Borough Attorney - Walter Bliss

Borough Clerk - Betty Sterling

Chief Financial Officer - Sandy Webb

Superintendent of Public Works - Rick Smith

Police - Sergeant Burroughs / Sergeant Thomas

OPEN TO THE PUBLIC

The Meeting is now open to the public for comment. In an effort to provide everyone interested an opportunity to address his or her comments to the Governing Body, a public comment time limit has been instituted for each speaker. Please raise your hand and when the Borough Clerk acknowledges you state your name and address for the record. Please limit comments to the Governing Body to a maximum of 2 minutes.

CLOSED SESSION

AT, PM, BE IT RESOLVED, that Mayor and Council shall hereby convene in closed session for the purposes of discussing a subject or subjects permitted to be discussed in closed session by the Open Public Meetings Act, to wit:

Open Space Acquisition - (Dan Pace/Alan Hershey)

Sewer Connection - 115 Lewis Brook Road

Use & Occupancy Agreement - Pennington Fire District #1

Contract Negotiations - Teamster and PBA

AT, PM, Mayor and Council returned to open session.

ADJOURNMENT

**BOROUGH OF PENNINGTON
COUNTY OF MERCER**

ORDINANCE NO. 2025 -1

**AN ORDINANCE INCREASING RATES CHARGED BY THE PENNINGTON
BOROUGH WATER AND SEWER UTILITY, AND AMENDING THE CODE OF
THE BOROUGH OF PENNINGTON**

WHEREAS, the Pennington Borough Water and Sewer Utility continues to incur increased costs;

WHEREAS, Borough Council of the Borough of Pennington has determined that as a result of these increased costs the rates charged by the Utility for water and sewer services must be increased and the rates must be further differentiated for customers based on amount of usage;

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Pennington as follows:

1. **Section 98-41 of the Code, concerning base and usage charges for water and sewer customers, is hereby amended as follows (with language in brackets deleted, new language underlined and percentage changes indicated in parenthesis):**

A. There are hereby established the following quarterly charges for water customers:

Meter Size (inches)	Base Charge [4,000] <u>2,000</u> Gallons or less	First Excess Usage Block Charge [4001] <u>2,001</u> -20,000 Gallons (per 1,000 Gallons)	Second Excess Usage Block Charge 20,001-60,000 Gallons (per 1,000 Gallons)	Third Excess Usage Block Charge 60,001-200,000 Gallons (per 1,000 Gallons)	Fourth Excess Usage Block Charge More than 200,000 Gallons
Less than 1	[\$50.85] <u>\$51.87</u>	[\$7.49] <u>\$7.64</u>	[\$8.91] <u>\$9.09</u>	[\$9.78] <u>\$9.98</u>	[\$11.44] <u>\$11.67</u>
1	[\$77.63] <u>\$79.19</u>	[\$7.49] <u>\$7.64</u>	[\$8.91] <u>\$9.09</u>	[\$9.78] <u>\$9.98</u>	[\$11.44] <u>\$11.67</u>
2	[\$221.79] <u>\$226.23</u>	[\$7.49] <u>\$7.64</u>	[\$8.91] <u>\$9.09</u>	[\$9.78] <u>\$9.98</u>	[\$11.44] <u>\$11.67</u>
3	[\$494.77] <u>\$504.67</u>	[\$7.49] <u>\$7.64</u>	[\$8.91] <u>\$9.09</u>	[\$9.78] <u>\$9.98</u>	[\$11.44] <u>\$11.67</u>
4	[\$681.70] <u>\$695.34</u>	[\$7.49] <u>\$7.64</u>	[\$8.91] <u>\$9.09</u>	[\$9.78] <u>\$9.98</u>	[\$11.44] <u>\$11.67</u>
6	[\$1,358.72] <u>\$1,385.90</u>	[\$7.49] <u>\$7.64</u>	[\$8.91] <u>\$9.09</u>	[\$9.78] <u>\$9.98</u>	[\$11.44] <u>\$11.67</u>

NOTE: Usage charges are per one-thousand-gallon increments, or portion thereof.

B. There are hereby established the following quarterly charges for sewer customers:

Base Charge [4,000] <u>2,000</u> Gallons or Less	First Excess Usage Block Charge [4,001] <u>2,001</u> -20,000 Gallons (per 1,000 Gallons)	Second Excess Usage Block Charge 20,001-60,000 Gallons (per 1,000 Gallons)	Third Excess Usage Block Charge 60,001-200,000 Gallons (per 1,000 Gallons)	Fourth Excess Usage Block Charge More than 200,000 Gallons (per 1,000 Gallons)
[\$57.71] <u>\$58.87</u>	[\$8.19] <u>\$8.36</u>	[\$9.83] <u>\$10.03</u>	[\$10.56] <u>\$10.78</u>	[\$11.36] <u>\$11.59</u>

NOTE: Usage charges are per one-thousand-gallon increment, or portion thereof.

C. The minimum quarterly base charge for multiunit residential or multiunit commercial or a combination thereof serviced through a single water meter shall be determined by the product of the number of units by the minimum quarterly base charge of a one-inch meter, regardless of the size of the meter(s) that feeds the units.

D. Sewage or other wastes containing unduly high concentrations of other substances which add to the operating costs of the sewage treatment works will be subject to a surcharge to be determined by the Borough on the basis of the character and volume for such sewage and wastes. Where, in the opinion of the Borough, sewage and other wastes of a deleterious character adversely affect the treatment processes, the Borough reserves the right to require that such sewage and wastes be treated by the contributor to remove or neutralize the objectionable substances before discharge into the sewers.

E. Base and usage charges shall be due on January 31, April 30, July 31, and October 31.

F. Premises introducing water into a permanent private pool may be allowed a reduction in the charge of sewer usage in an amount equal to the volume of water introduced into the pool. This will require the installation and rental of a temporary meter in conformance with the Borough Code.

3. This ordinance shall take effect upon its passage and publication as provided by law.

Introduced: _____

Advertised: _____

Public Hearing: _____

Adoption: _____

Final Publication: _____

ATTEST:

APPROVED:

Elizabeth Sterling, Borough Clerk

James Davy, Mayor

**BOROUGH OF PENNINGTON
COUNTY OF MERCER**

ORDINANCE NO. 2025 - 1

**AN ORDINANCE INCREASING RATES CHARGED BY THE PENNINGTON
BOROUGH WATER AND SEWER UTILITY, AND AMENDING THE CODE OF
THE BOROUGH OF PENNINGTON**

RECORD OF COUNCIL VOTE ON INTRODUCTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

RECORD OF COUNCIL VOTE ON ADOPTION

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

**BOROUGH OF PENNINGTON
RESOLUTION 2025 - 1.18**

**RESOLUTION AUTHORIZING AND APPROPRIATING A TEMPORARY
BUDGET FOR THE BOROUGH OF PENNINGTON FOR THE YEAR 2025**

WHEREAS, the Local Budget Law (N.J.S.A. 40A:4-19) provides that where any contract, commitments or payments are to be made prior to the final adoption of the 2024 budget, temporary appropriations in an amount not to exceed 26.25% of the total appropriations for the prior year shall be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, 26.25% of the total appropriations of the 2024 budget exclusive of any appropriations for interest, debt redemption charges, Capital Improvement Fund and Public Assistance, in the said budget, is the sum of \$1,092,675.29 for the current fund budget and \$451,639.23 for the water and sewer utility fund;

NOW, THEREFORE, BE IT RESOLVED, that the attached temporary appropriations be made and that a certified copy of this resolution be transmitted to the Borough Finance Officer.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025 – 1.19**

**RESOLUTION ADOPTING A CASH MANAGEMENT PLAN
FOR THE YEAR 2025**

WHEREAS, the State of New Jersey amended the State laws concerning investment of local government funds with the adoption of Chapter 148, P.L. 1997, and

WHEREAS, these new laws expand the responsibility of the Governing Body and the role of the Chief Financial Officer in cash management, and

WHEREAS, these new laws require the adoption of a Cash Management Plan, and

WHEREAS, the Chief Financial Officer has reviewed the new laws and drafted a Cash Management Plan to conform to those laws and to the current banking and investment practices of the Borough,

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Pennington, County of Mercer, State of New Jersey that the attached Cash Management Plan is hereby adopted, and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby directed to present this resolution and adopted Cash Management Plan to the State of New Jersey and to all designated depositories and asset managers in accordance with the requirements of the applicable State laws.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

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Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025 – 1.20**

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Pennington that the bills be paid on audit and approval of the Mayor, the Appropriate Council Member and the Treasurer in the amount of \$ 128,482.36 from the following accounts:

Current	\$ 98,009.59
W/S Operating	\$ 20,952.24
Other Trust Fund	\$ 1,100.00
General Capital	\$ 7,641.53
Developer’s Escrow	\$ 779.00
TOTAL	\$ 128,482.36

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

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Elizabeth Sterling, Borough Clerk

TO: Mayor & Council
SUBJECT: Time Sensitive Payments
Bank of Princeton
BILL LIST: 6-Jan-25

Current Fund

Wire 12444	24-00972	Payroll Account	\$ 78,789.82
Wire 12445	24-00973	Payroll Account - DCRP 12/31/24	\$ 394.00
			<u>\$ 79,183.82</u>

Water/Sewer Operating

Wire 22444	24-00972	Payroll Account	\$ 15,982.22
			<u>\$ 15,982.22</u>

Trust Fund

Wire 12443	24-00972	Payroll Account	\$ 1,100.00
			<u>\$ 1,100.00</u>
			<u>\$ 96,266.04</u>

BOROUGH OF PENNINGTON
Purchase Order Listing By Vendor Name

Vendor # P.O. # Item Description	Name PO Date	Description Amount	Charge Account	Acct Description Type	Contract	PO Type	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ATTMOBIL		First Net (AT&T)		Account Continued							
1 MDT Service - Dec 2024		323.92	4-01-31-440-000-264	B TELEPHONE - Police		R		12/31/24	12/31/24	287290842947X12	N
Vendor Total:		323.92									
SCHMIE01		Mason, Griffin & Pierson									
24-00956	12/17/24	App #24-002-StraubeCenter									
1 Inv. 91871 - Straube Center		779.00	E-16-24-002-000-250	B STRAUBE CENTER-BULK VAR. (CONR				12/17/24	12/31/24	91871	N
Vendor Total:		779.00									
MORTON		Morton Salt, Inc.									
24-00734	09/18/24	Bulk Blizzard Wizard Salt									
1 Bulk Blizzard Wizard Salt		6,694.50	4-01-26-290-000-271	B STREETS: Street System / Salt		R		09/18/24	12/31/24	5403141606	N
Vendor Total:		6,694.50									
ONECALLC		One Call Concepts									
24-00221	03/06/24	Blanket PO - Mark Outs 2024		B							
13 Inv. 4125503 - Dec 2024		22.52	4-05-55-501-000-275	B WATER: One Call Messages		R		11/05/24	12/31/24	4125503	N
Vendor Total:		22.52									
PACKETPU		Packet Media LLC									
24-00858	11/12/24	Tax Sale Notice									
1 Tax Sale Notice		239.40	4-01-20-145-000-201	B TAX COLLECTION: Advertising		R		11/12/24	12/31/24		N
24-00859	11/12/24	Legal Notices - 11/8/24									
1 Ord 2024-15-Adoption		23.00	4-01-20-120-000-205	B MUN. CLERK: Printing		R		11/12/24	12/31/24	IN51404	N
2 Ord 2024-16-Adoption		24.00	4-01-20-120-000-205	B MUN. CLERK: Printing		R		11/12/24	12/31/24	IN51405	N
Vendor Total:		47.00									
24-00870	11/13/24	Adv for Bids - Baldwin									
1 Inv. 102090 - Adv for Bids		90.02	4-01-20-100-000-201	B ADMIN: Advertising		R		11/13/24	12/31/24	102090	N
24-00912	12/03/24	Meeting Notice - PB 11/13/24									
1 Inv. 52140 - Planning Bd		23.00	4-01-21-180-000-201	B PLANNING BOARD: Advertising		R		12/03/24	12/31/24	IN52140	N
24-00916	12/04/24	Legal Notices - Dec 6, 2024									
1 Ord 2024-13-Adoption		23.50	4-01-20-120-000-201	B MUN. CLERK: Advertising		R		12/04/24	12/31/24	102478	N
2 Ord 2024-14-Adoption		23.00	4-01-20-120-000-201	B MUN. CLERK: Advertising		R		12/04/24	12/31/24	102479	N
Vendor Total:		46.50									
24-00919	12/04/24	Planning Board - July 10, 2024									
1 Planning Bd Notice - July 10		23.50	4-01-21-180-000-201	B PLANNING BOARD: Advertising		R		12/04/24	12/31/24	102458	
20	12/04/24	Planning Bd Notice - 10/9/24									
1 Planning Bd Notice - 10/9/24		24.50	4-01-21-180-000-201	B PLANNING BOARD: Advertising		R		12/04/24	12/31/24	102459	

Item 11.

BOROUGH OF PENNINGTON
Purchase Order Listing By Vendor Name

Vendor # P.O. # Item Description	Name PO Date	Description Amount	Charge Account	Acct Description Type	Contract	PO Type	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice	1099 Excl
PACKETPU	Packet Media LLC										
	Vendor Total:	493.92									
SINCLA01	Sinclair Supply Inc.										
24-00036	01/17/24	Shop Supplies - 2024				B					
26 Inv. 407221 - Propane Heater		89.99	4-01-26-290-000-270	B	STREETS: Hardware /Tools/ Shop SupR			12/31/24	12/31/24	407221	N
	Vendor Total:	89.99									
TRIMP005	THE CHILLA BUSINESS COUNSEL										
24-00151	02/12/24	Special Labor Counsel				B					
7 Inv. 10727- Progress Invoice		3,520.00	4-01-20-155-000-250	B	LEGAL: Consultants			05/09/24	12/31/24	10727	N
	Vendor Total:	3,520.00									
VANNOT01	Van Note Harvey Associates										
24-00231	03/08/24	NJDOT - Rockwell Etc - Constr.				B					
8 Inv. 12555601 - Progress Inv.		6,517.03	C-04-23-002-000-250	B	ORD 2023-2 SECTION 20 COSTS			03/08/24	12/31/24	12555601	N
24-00324	04/09/24	Planning Board Services - 2024				B					
4 Inv. 1252817 - Gen Planning		350.00	4-01-21-180-000-262	B	PLANNING BOARD: Engineering			04/09/24	12/31/24	1252817	N
24-00438	05/28/24	NJDOT - Baldwin - Design Phase				B					
8 Inv. 1255562 - Progress		1,124.50	C-04-24-003-000-201	B	ORD 2024-3 IMPRV BALDWIN ST & CR			05/28/24	12/31/24	1255562	N
	Vendor Total:	7,991.53									
VERIZO01	Verizon										
24-00975	12/29/24	609-737-9576-PublicWorks									
1 609-737-9576-PublicWorks		376.92	4-01-31-440-000-263	B	Telephone PW			12/29/24	12/31/24	DEC 2024	N
24-00992	12/31/24	609-737-2014-Court									
1 609-737-2014-Court		229.01	4-01-43-490-000-263	B	MUNICIPAL COURT: Telephone			12/31/24	12/31/24	DEC 2024	N
	Vendor Total:	605.93									
VER FIOS	Verizon - FIOS										
24-00977	12/29/24	Police - Internet - Dec 2024									
1 Police - Internet - Dec 2024		119.00	4-01-31-440-000-264	B	TELEPHONE - Police			12/29/24	12/31/24	DEC 2024	N
24-00978	12/29/24	Internet - Public Wks - Dec									
1 Internet - Public Wks - Dec		79.00	4-01-31-440-000-263	B	Telephone PW			12/29/24	12/31/24	DEC 2024	N
24-00991	12/31/24	Library - Internet - Dec 2024									
1 Library - Internet - Dec 2024		159.00	4-01-29-390-000-262	B	LIBRARY: Hub Line			12/31/24	12/31/24	DEC 2024	N
	Vendor Total:	357.00									

Item 11.

BOROUGH OF PENNINGTON
Purchase Order Listing By Vendor Name

Vendor # P.O. # Item Description	Name PO Date	Description Amount	Charge Account	Acct Type	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
BLISSW01	Walter R. Bliss Jr., Esquire				Account Continued								
24-00152	02/12/24	Legal Services - 2024					B						
13 Legal Services - Dec 2024		4,583.33	4-01-20-155-000-261	B	LEGAL: Legal Services			R	02/12/24	12/31/24		DEC 2024	N
Vendor Total:		4,583.33											

Total Purchase Orders: 26 Total P.O. Line Items: 39 Total List Amount: 32,216.32 Total Void Amount: 0.00

BOROUGH OF PENNINGTON
Purchase Order Listing By Vendor Name

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	4-01	18,825.77	0.00	0.00	18,825.77
	4-05	4,970.02	0.00	0.00	4,970.02
Year Total:		<u>23,795.79</u>	<u>0.00</u>	<u>0.00</u>	<u>23,795.79</u>
	C-04	7,641.53	0.00	0.00	7,641.53
	E-16	779.00	0.00	0.00	779.00
Total Of All Funds:		<u><u>32,216.32</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>32,216.32</u></u>

**BOROUGH OF PENNINGTON
RESOLUTION 2025-1.21**

**A RESOLUTION AUTHORIZING SHARED
SERVICES AGREEMENT WITH THE BOARD OF FIRE COMMISSIONERS
OF HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO PROVIDE ALL
REQUIRED FIRE INSPECTION SERVICES FOR THE PERIOD
JANUARY 1, 2025 THROUGH DECEMBER 31, 2026**

WHEREAS, the Borough of Pennington (“Borough”) is responsible for certain fire inspection services pursuant to the Uniform Fire Safety Act (N.J.S.A. 52:27D-195, et. seq.) (the “Fire Safety Act”); and

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et seq.) the Borough desires to contract with the Board of Fire Commissioners of Hopewell Township Fire District No. 1 (the “Board”) for the provision of fire inspection services and other certain services required by the Fire Safety Act; and

WHEREAS, the Borough and the Board are both “local units” and the fire inspection services and other certain services required by the Fire Safety Act are “shared services” within the meaning of N.J.S.A. 40A:65-3;

WHEREAS, the term of this Shared Services Agreement shall be two years, from January 1, 2025 through December 31, 2026;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington, that the Mayor of the Borough, with the attestation of the Borough Clerk, is hereby authorized to enter into and execute on behalf of the Borough a Shared Services Agreement providing for the aforesaid services in substantially the form annexed to this Resolution, subject to final approval as to form by the Borough Attorney.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025-1.22**

**RESOLUTION AUTHORIZING SOFTWARE SUPPORT AGREEMENT WITH
EDMUNDS GOVTECH FOR 2025**

WHEREAS, the Borough requires professional maintenance services for software systems used in Borough operations;

WHEREAS, the Borough now seeks to retain for this purpose, for the year 2025, the firm of Edmunds GovTech (“EGT”) of Northfield, New Jersey;

WHEREAS, the professional services to be provided by EGT are described in the EGT proposal dated October 31, 2024 (hereafter “Proposal”), which is attached to this Resolution;

WHEREAS, the cost of the proposed services shall total \$14,059.63 as itemized in EGT’s Proposal;

WHEREAS, it is understood that the total cost of services under this contract shall not exceed \$14,059.63 without the express prior written agreement of Borough Council;

WHEREAS, the Chief Financial Officer of the Borough certifies that sufficient funds are available for this contract in the Finance, Tax Collection, Construction, Water/Sewer Operating and Animal Control Funds;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington, that the Chief Financial Officer is hereby authorized to issue a Purchase Order on behalf of the Borough as per the attached schedule of 2025 Annual Support Maintenance Services, for a sum not to exceed \$14,059.63 as itemized in EGT’s Proposal, the terms of agreement to be subject to approval as to form by the Borough Attorney.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubinstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025-1.23**

**RESOLUTION AWARDING CONTRACT TO EAGLE JANITORIAL FOR
CONTINUATION OF JANITORIAL SERVICES IN 2025**

WHEREAS, the Borough of Pennington seeks to contract with a qualified janitorial service for cleaning services for the building, including the library and the police department, on a month-to-month basis in 2025 pending compliance with the Local Public Contracts Law; and

WHEREAS, Eagle Janitorial Services of Pennington (“Eagle”) has submitted a proposal dated October 18, 2024 which would have Eagle continue to provide these services 5 days per week, except as otherwise specified, at the rate of \$1,598.00 per month;

WHEREAS, the Eagle proposal contains a specific description of tasks and related frequency of service and is comprehensive in its coverage;

WHEREAS, the work shall include all labor, supervision, material and equipment necessary to perform the services, except as indicated;

WHEREAS, special services including carpet cleaning, stripping and re-waxing of hard surface floors and cleaning of exterior windows are not included in the service but are available subject to separate quotation;

WHEREAS, Eagle has previously provided cleaning services to the Borough and has performed satisfactorily (5) days per week;

WHEREAS, before the agreement may be effective, Eagle Janitorial Services shall supply proof of general, contract and property damage liability insurance as well as employer’s liability/workers compensation with minimum limits of \$1,000,000 or as otherwise required by law, respectively, naming the Borough of Pennington as an additional insured;

WHEREAS, approval of this contract complies with N.J.S.A. 19:44A-20.5 effective January 1, 2006, which prohibits the award of certain contracts to any person or business entity which makes reportable contributions to local political or candidate committees representing member of the governing body; and

WHEREAS, Eagle Janitorial Services shall comply with requirements for Anti-Discrimination and Affirmative Action as set forth in the annexed Exhibit A; and

WHEREAS, the Chief Financial Officer of the Borough has certified that funds for these services are available in account #: 5-01-26-310-000-227 with a portion of the contract to be charged to the Library budget;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington, that the Borough Administrator is hereby authorized to issue an appropriate purchase order for the month-to-month services of Eagle Janitorial Services at the rate of \$1,598.00 per month.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubinstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025 – 1.24**

**RESOLUTION ESTABLISHING ON-LINE BANKING AND CREDIT CARD ACCEPTANCE
FOR THE PAYMENT OF TAX AND UTILITY CHARGES FOR THE YEAR 2025**

WHEREAS, under New Jersey State Statute 40A:5-43 and New Jersey Administrative Code 5:30-9.1 through 5:30-9.10, local municipal units are permitted to offer residents electronic payments; and

WHEREAS, subject to those provisions the Borough of Pennington seeks to offer to its residents on-line payment for tax and utility charges in the form of on-line banking and credit cards; and

WHEREAS, the Borough’s current tax and utility software provider, Edmunds GovTech, has the ability to act as service provider for the acceptance of electronic payments, and will do so at a charge of \$1,478.52 per billing module, for a total of \$2,957.04 for the year 2025 (items 1-RM-1315-5 and 1-RM-1317-5); and

WHEREAS, The Bank of Princeton has agreed to reimburse the Borough the fees charged by Edmunds GovTech, as described above; and

WHEREAS, under the provisions of the aforementioned statute and administrative code, Edmunds GovTech has named Links2Gov as their secured payment provider; and

WHEREAS, the charges paid by the property owner to the provider will be \$1.05 per banking transaction, and up to 3.0% on each credit card transaction; and

WHEREAS, this agreement shall be in place for one year;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Pennington approves the acceptance of electronic payments as outlined above.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and the Tax and Utility Collector.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025-1.25**

Item 16.

A RESOLUTION AUTHORIZING AN AGREEMENT WITH OCCUPATIONAL HEALTH, A PROGRAM OF PENN MEDICINE PRINCETON MEDICAL CENTER FOR ALCOHOL AND DRUG TESTING SERVICES AND OTHER SERVICES FOR THE BOROUGH OF PENNINGTON FOR THE YEAR 2025

WHEREAS, the Borough is required to provide an alcohol and controlled substances program for CDL (commercial driver’s license) drivers and other participants in compliance with 49 CFR 382 and 49 CFR 40; and

WHEREAS, Occupational Health Services, a program of Penn Medicine Princeton Medical Center (“Occupational Health”) is experienced in and capable of providing such services and has provided the attached Price Quotation;

WHEREAS, the Borough seeks to enter into a contract with Occupational Health for the provision of specific services through Occupational Health Services in accordance with the Price Quotation;

WHEREAS, the Borough agrees to the annual flat fee of \$1,500.00 for Substance Abuse Testing Randomization Program and agrees to the fees per service (ranging from \$47.00 to \$157.00) for DOT Drug Screen, Breath Alcohol Test and Breath Alcohol Test Confirmation (if required); and

WHEREAS, the Borough also seeks to contract with Occupational Health to provide Return to Work and Fitness for Duty Evaluations and agrees to the Return to Work Evaluation fee of \$121.00 and Fitness for Duty Evaluation Fee of \$183.00 as per the attached proposal and for Non-Department of Transportation (DOT) Physical Examination for \$132.00 and for Audiogram only if Whisper Test is abnormal for \$47.00; and

WHEREAS, the services authorized by the proposed contract are professional services and the amount of expense expected to be incurred under this contract for these services is in any event substantially below the threshold for public bidding;

WHEREAS, Penn Medicine Princeton Medical Center has completed and submitted a sworn Business Entity Disclosure Certification which certifies that the firm has not made and shall not make any political contribution prohibited by the relevant provisions of state statute;

WHEREAS, Occupational Health shall comply with requirements for Anti-Discrimination and Affirmative Action as set forth in the annexed Schedule A;

WHEREAS, total fees of Occupational Health pursuant to the attached Price Quotation, including expenses, shall not exceed \$6,000.00 without the prior written approval of Borough Council; and

WHEREAS, the Chief Financial Officer of the Borough has certified that funds are available for this contract in Account #: 5-01-26-305-000-250;

NOW THEREFORE BE IT HEREBY RESOLVED, that the Mayor of the Borough is hereby authorized to accept the attached Price Quotation and, in accordance with its terms, enter into a contract with Occupational Health on behalf of the Borough for the provision of Alcohol and Drug Testing Services, Return to Work and Fitness for Duty Evaluations, and other services specified above for the year 2025.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

**BOROUGH OF PENNINGTON
RESOLUTION 2025-1.26**

**RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT
WITH PACE LABORATORIES (formerly NJ Analytical) FOR WATER
ANALYSIS FOR THE PERIOD JANUARY 1, 2025 TO DECEMBER 31, 2025**

WHEREAS, the Borough of Pennington requires professional services for routine sampling, analysis and consulting services related to operation of the Borough's potable water system;

WHEREAS, Pace Laboratories (formerly NJ Analytical), having its office at 812 Silvia Street, Building B, Ewing, NJ 08628 is a laboratory licensed by the New Jersey Department of Environmental Protection and is able to provide the professional services required;

WHEREAS, Pace Laboratories has submitted a proposal for the work for a contract price of \$2,006.00 per month;

WHEREAS, the work shall include all routine laboratory sampling and analysis as set forth in the proposal, a copy of which is attached;

WHEREAS, the aforesaid proposal also provides that if additional sampling and analysis services are required by the New Jersey Department of Environmental Protection (NJDEP) they shall be invoiced separately;

WHEREAS, a condition of any agreement must include a requirement that Pace Laboratories shall file all analytical reports with the appropriate regulatory agency within the time prescribed by law and shall be responsible for any untimely filings, including all fines and penalties;

WHEREAS, before the agreement may be effective, Pace Laboratories shall supply proof of general and contract liability insurance and professional liability insurance with minimum limits of \$1,000,000 respectively, naming the Borough of Pennington as an additional insured as appropriate;

WHEREAS, approval of this contract complies with N.J.S.A. 19:44A-20.5, which prohibits the award of certain professional services contracts to any person or business entity which makes reportable contributions to local political or candidate committees representing members of the governing body;

WHEREAS, this contract is being awarded as a professional services contract in compliance with the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., without advertising for proposals or competitive bidding;

WHEREAS, New Jersey Analytical Laboratories has completed and submitted a sworn Business Entity Disclosure Certification which certifies that the firm has not made and shall not make any political contribution prohibited by the relevant provisions of the statute concerning pay-to-play;

WHEREAS, New Jersey Analytical Laboratories shall comply with requirements for Anti-Discrimination and Affirmative Action as set forth in the annexed Exhibit A;

WHEREAS, the Chief Financial Officer of the Borough has certified that funds are available for the purpose of this contract in the Water/Sewer Operating Budget – Account #: 5-05-55-501-000-256;

WHEREAS, the Local Public Contracts Law requires that a resolution authorizing an award of contract for professional services without competitive bid be publicly advertised following adoption;

NOW, THEREFORE, BE IT RESOLVED, by Borough Council of the Borough of Pennington, that the Borough Administrator is hereby authorized to issue an appropriate purchase order and accept as a binding contract the attached proposal by Pace Laboratories for a contract price not to exceed \$24,072.00 for a period of one year from January 1, 2025 through December 31, 2025, provided such agreement shall be further subject to such amendments for supplemental services required by NJDEP as may hereafter be

agreed upon, and provided further that such agreement shall state explicitly that Pace Laboratories shall indemnify and hold harmless the Borough from all negligent acts and omissions in connection with performance of the agreement by Pace Laboratories, including but not limited to the timely filing of all analytical reports required by law, this agreement to be subject to review and approval as to form by the Borough Attorney.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be published in the official newspaper as required by law.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025 – 1.27**

RESOLUTION AUTHORIZING BUDGET TRANSFERS

WHEREAS, N.J.S.A. 40A:4-58 provides that during the last two months of the fiscal year or the first three months of the following year, should it become necessary to expend funds for any purposes specified in the budget an amount in excess of the respective sums appropriated therefore and there shall be an excess in any appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriations transfers may be made; and

WHEREAS, transfers may not be permitted to appropriations for contingent expenses or deferred charges; and

WHEREAS, transfers may not be permitted from appropriations for contingent expenses, deferred charges, cash deficit of the preceding year, reserve for uncollected taxes, down payments, capital improvement fund or interest and redemption charges;

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Pennington that transfers be made between the following year 2024 budget appropriations:

<u>Current Fund Appropriations:</u>	<u>To:</u>	<u>From:</u>
Trash – Other Expense	\$5,000.00	
Streets – Other Expense		\$5,000.00
Total Current Fund	\$5,000.00	\$5,000.00

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025-1.28**

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT
BETWEEN THE BOROUGH OF PENNINGTON AND HOPEWELL TOWNSHIP
FOR ELECTRONICS RECYCLING AND PAPER SHRED EVENTS FOR THE
YEARS 2025 AND 2026**

WHEREAS, the Borough of Pennington seeks to enter into a Shared Services Agreement with Hopewell Township to allow Pennington Residents to participate in up to two Electronic Recycling and Paper Shred Events in Hopewell Township for the years 2025 and 2026; and

WHEREAS, the Borough of Pennington will pay Hopewell Township \$1,000 per event up to two (2) events per year for an amount not to exceed \$2,000 for the year 2025 and \$2,000 for the year 2026; and

WHEREAS, the proposed form of agreement is attached hereto;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington, that the Mayor, with the attestation of the Borough Clerk, is hereby authorized to enter into the aforesaid Shared Services Agreement with Hopewell Township subject to final approval by the Borough Attorney as to form.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubinstein				
Chandler					Stern				
Marciante					Valenza				

This is to certify that the foregoing is a true copy of a Resolution adopted by the Borough Council of the Borough of Pennington at a meeting on January 6, 2025.

Elizabeth Sterling, Borough Clerk

**BOROUGH OF PENNINGTON
RESOLUTION 2025 – 1.29**

**RESOLUTION AUTHORIZING BOROUGH OF PENNINGTON TO ENTER
INTO A SHARED SERVICES AGREEMENT WITH HOPEWELL BOROUGH
AND HOPEWELL TOWNSHIP FOR SENIOR SERVICES COORDINATOR
FOR THE YEAR 2025**

WHEREAS, the Borough of Pennington desires to contract with Hopewell Borough and Hopewell Township for the provision of Senior Services; and

WHEREAS, the Uniform Shared Services and Consolidation Act permits a local unit to enter into a contract with another local unit for the provision of any services which any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, the term of the proposed contract, entitled “Senior Services Agreement Between Borough of Hopewell, Borough of Pennington and the Township of Hopewell”, shall be for one year beginning January 1, 2025 and continue through December 31, 2025; and

WHEREAS, the cost to the Borough for senior services coordinator services as outlined in the Shared Services agreement is \$5,300.00, which represents a \$100.00 increase over the previous year;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Pennington, that the Mayor, with the attestation of the Borough Clerk, is hereby authorized to execute the aforesaid Shared Services Agreement with Hopewell Borough and Hopewell Township for the services of a senior services coordinator during the period January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED that the aforesaid Agreement shall be substantially in the form attached to this Resolution, subject to approval as to form by the Borough Attorney.

Record of Council Vote on Passage

COUNCILMAN	AYE	NAY	N.V.	A.B.	COUNCILMAN	AYE	NAY	N.V.	A.B.
Angarone					Rubenstein				
Chandler					Stern				
Marciante					Valenza				

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Elizabeth Sterling, Borough Clerk