

**TOWNSHIP OF CRANFORD
SUNSHINE NOTICE
TOWNSHIP COMMITTEE MEETING
Tuesday, January 11, 2022
7:30 p.m.**

Due to the ongoing public health emergency, and the Governor's Executive Orders related to the same, the Township Committee of the Township of Cranford will conduct the January 11, 2022 Township Committee Official Meeting remotely and by electronic means.

In accordance with N.J.S.A. 10:4-6 (the "Open Public Meetings Act") and consistent with the Department of Community Affairs, Division of Local Government Services guidelines, the Township Committee Meeting will be open to the public by electronic means. Residents can view the meetings on TV-35, YouTube CranfordTV35 and via livestream on [TV-35's Facebook Page](#).

Members of the public who wish to participate in the virtual meeting for purposes of making a public comment or to participate in any scheduled public hearing can access the videoconference at meet.google.com/efu-rqry-qoy or by telephone at 1-904-580-6156, with the access code (PIN): 921677998#

Members of the public may submit written comments in advance of a meeting, which will be read during the public portion of the meeting. Written public comments submitted prior to the meeting must identify the name and address of the commenter. No anonymous comments will be accepted. Written comments may be submitted via e-mail with the subject line "Public Comment-Township of Cranford Township Committee- Meeting Date of _____" to the Clerk of the Township Committee, Patricia Donahue at clerk@cranfordnj.org or by mail addressed to: Patricia Donahue, Municipal Clerk, Township of Cranford, 8 Springfield Avenue, Cranford, NJ 07016. E-mailed comments must be received at least eight (8) hours prior to the meeting. Mailed comments must be received by 12:00 p.m. the day before the meeting.

**TOWNSHIP COMMITTEE
CRANFORD, NEW JERSEY
OFFICIAL MEETING AGENDA
January 11, 2022
7:30 p.m.**

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY E-MAILING THE ANNUAL SCHEDULE OF MEETINGS TO THE WESTFIELD LEADER, THE UNION COUNTY LOCAL SOURCE, THE STAR LEDGER, AND TAP INTO CRANFORD, BY POSTING SUCH ANNUAL MEETING SCHEDULE ON A BULLETIN BOARD IN THE TOWN HALL RESERVED FOR SUCH ANNOUNCEMENTS AND THE FILING OF SAID NOTICE WITH THE TOWNSHIP CLERK OF CRANFORD. FORMAL ACTION WILL BE TAKEN AT THIS MEETING.

ROLL CALL
MAYOR KATHLEEN MILLER PRUNTY
DEPUTY MAYOR JASON GAREIS
COMMISSIONER BRIAN ANDREWS
COMMISSIONER GINA BLACK
COMMISSIONER MARY O'CONNOR

INVOCATION

FLAG SALUTE

MAYORAL ANNOUNCEMENT Proclamation
Commemoration of Martin Luther King, Jr. Day – January 17, 2022

Mayoral Appointment to the Library Board

Patricia Pavlak as member for a three (3) year term ending December 31, 2024

Susan Burke as member for a three (3) year term ending December 31, 2024

MAYORAL REMARKS

INFORMAL MEETING

(This portion of the meeting provides for public comment on any items on the agenda that do not have their own public hearing. This includes ordinances to be introduced and resolutions.)

RESOLUTIONS – by Consent Agenda (Items 1 through 10)

1. Resolution No. 2022-99: Authorizing the release of contract retainage and the Performance Bond to P & A Construction, Inc. in connection with the James Avenue

Drainage Improvements Project

2. Resolution No. 2022-100: Authorizing the Purchasing Agent to enter into a contract with CBM Solutions LLC for Cleaning Services for the Library
3. Resolution No. 2022-101: Authorizing an award of contract to Innovative Interfaces Incorporated for the acquisition of software maintenance for Inventory Management at the Township of Cranford Public Library
4. Resolution No.2022-102: Authorizing a Contract Change Order for additional improvements to Tri-Form Construction Inc. for the Renovation of the Cranford Recreation Center at 375 Centennial Avenue
5. Resolution No.2022-103: Authorizing the purchase of apparatus repair from Fire and Safety Services
6. Resolution No.2022-104: Authorizing an emergency contract with Donald Salzmann, LLC for repairs to the Township of Cranford's 2019 TC06 Pierce Enforcer Pumper Fire Engine
7. Resolution No.2022-105: Authorizing the appointment of Wendy Adorno as Payroll Specialist within the Finance Department, effective January 10, 2022
8. Resolution No. 2022-106: Accepting the resignation of Paula O'Hara as a member of the Cannabis Working Group, effective December 31, 2021
9. Resolution No. 2022-107: Authorizing the appointment of Kevin Trocciola to the Cranford Community Connection retroactive to January 1, 2022
10. Resolution No. 2022-108: Authorizing the appointment of Chris Kolibas as the Township representative to the Rahway Valley Sewerage Authority (RVSA) for an unexpired term ending February 1, 2026

PUBLIC COMMENTS

Pursuant to the Code of the Township of Cranford, Article I, Section 32-4, persons addressing the Township Committee shall be allowed a maximum of five (5) minutes for their presentations.

PROFESSIONAL COMMENTS

COMMISSIONER COMMENTS

ADJOURNMENT

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-99

**AUTHORIZING THE RELEASE OF CONTRACT RETAINAGE AND THE
PERFORMANCE BOND TO P & A CONSTRUCTION, INC. IN CONNECTION
WITH THE JAMES AVENUE DRAINAGE IMPROVEMENTS PROJECT**

WHEREAS, the Contractor, P & A Construction, Inc., 650 Leesville Avenue, Rahway, New Jersey, 07065 has submitted a Maintenance Bond No. 3630965 in the amount of \$315,358.24 to the Township in connection with aforementioned project; and

WHEREAS, the Township's Engineering Department has indicated that P & A Construction, Inc. has completed the project and has met all requirements for final payment and is recommending the return of the Performance Bond No. 3630965 in the amount of \$295,419.58 currently on file with the Township Clerk of the Township of Cranford; and

WHEREAS, the Township's Engineering Department recommends the release of contract retainage and final payment in the amount of \$19,941.42 to P & A Contracting, Inc, 650 Leesville Avenue, Rahway, New Jersey, 07065 for the James Avenue Drainage Improvements Project.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Cranford authorizes the release of the Performance Bond and release of contract retainage to P & A Contracting, Inc., in connection with the James Avenue Drainage Improvements Project.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held January 10, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-100

WHEREAS, the Township of Cranford required Cleaning Services for the Library of the Township of Cranford; and

WHEREAS, the Township of Cranford requested quotes for General Cleaning Services through a non-fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, CBM Solutions LLC, 28 Bloomfield Avenue, Suite 301, Pine Brook, New Jersey, 07058, has submitted a proposal dated December 2, 2021 indicating they will provide the Cleaning Services for \$ 24,000.00 for the period of January 1, 2022 through December 31, 2022; and

WHEREAS, CBM Solutions LLC has completed and submitted a Business Entity Disclosure Certification which certifies that CBM Solutions LLC has not made any reportable contributions to a political or candidate committee in the Township of Cranford in the previous one year, and that the contract will prohibit CBM Solutions LLC from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer has certified to the availability of funds which is on file in the office of the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford authorizes the Purchasing Agent to enter into a contract with CBM Solutions LLC as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value to be placed on file with this resolution.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held January 11, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-101

WHEREAS, pursuant to N.J.S.A. 40A11-5(1) (dd), the Township may, by resolution and without advertising for bids, purchase goods or services for the support, maintenance, and acquisition of proprietary computer hardware and software: and

WHEREAS, the Township of Cranford is in need of acquiring software maintenance from Innovative Interfaces Incorporated, 1900 Powell Street, Suite 400, Emeryville, California, 94608, for inventory management at the Township of Cranford Public Library; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:44A-20.4 et. seq., Innovative Interfaces Incorporated has completed and submitted a Business Entity Disclosure Certification which certifies that Innovative Interfaces Incorporated has not made any reportable contributions to a political or candidate committee in the Township of Cranford in the previous one year, and that the contract will prohibit Innovative Interfaces Incorporated from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer has certified to the availability of funds which is on file in the office of the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford, authorizes the Purchasing Agent to enter into a non-fair and open contract with Innovative Interfaces Incorporated as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value to be placed on file with this resolution.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held January 11, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-102

**AUTHORIZING CONTRACT CHANGE ORDER FOR ADDITIONAL
IMPROVEMENTS FOR THE RENOVATION OF CRANFORD RECREATION
CENTER AT 375 CENTENNIAL AVENUE**

WHEREAS, Tri-Form Construction Inc., 119 Liberty Street, Metuchen, New Jersey, 08840 was previously awarded a construction contract for the Renovation of the Cranford Recreation Center at 375 Centennial Avenue with a total project price of \$1,253,000.00; and

WHEREAS, the project is currently on-going and it is understood that the Township of Cranford would like to expedite the Renovation of the Cranford Recreation Center at 375 Centennial Avenue;

WHEREAS, DMR Architects has reviewed the requests and approved each, which outlines the estimated additional construction costs for said improvements to the Cranford Recreation Center in the amount of \$11,586.30;

WHEREAS, the following summarizes the allocation of the \$11,586.30 Change Order:

- Utilize the available funding from Capital Bond Ordinance C-04-21-010-000-209

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available within the current and/or previously adopted budget for said purpose.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranford, Union County, New Jersey that the above referenced Change Order for the Renovation of the Cranford Recreation Center at 375 Centennial Avenue is awarded to Tri-Form Construction, Inc., 119 Liberty Street, Metuchen, New Jersey, 08840 in the amount of \$11,586.30 (0.92% of the original contract amount of \$1,253,000.00).

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

I, Patricia Donahue, Township Clerk of the Township of Cranford, in the County of Union, State of New Jersey, do hereby certify that the forgoing is true and correct copy of a Resolution adopted by the Township Committee of the Township of Cranford, County of Union, State of New Jersey at a regular meeting of said Committee held on January 11, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Township of Cranford in the County of Union and State of New Jersey this 11th day of January, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Date: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-103

WHEREAS, the Township of Cranford has a need to provide regular Fire Department apparatus maintenance and repair services annually; and

WHEREAS, such apparatus maintenance and repair services and necessary parts are considered to be an equipment repair and parts service whose nature is that of an extraordinary unspecifiable service; and such that as a service vendor of record, Fire and Safety Services will provide the repairs pursuant to the provisions of N.J.S.A. 19:44A-20.26 and 40A:11-5(i); and

WHEREAS, as result of the estimate provided by Fire and Safety Services, the Cranford Fire Department requested a blanket purchase order for annual services to be issued; and

WHEREAS, the Cranford Fire Department has confirmed that the value of the services provided in the aggregate, will exceed the bid threshold for this vendor, and therefore shall be awarded only by resolution of the governing body; and

WHEREAS, Fire and Safety Services has completed and submitted a Business Entity Disclosure Certification which certifies that Fire and Safety Services has not made any reportable contributions to a political or candidate committee in the Township of Cranford in the previous one year, and that the contract will prohibit the Fire and Safety Services from making any reportable contributions through the term of the contract;

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford authorizes the purchase of apparatus repair from Fire and Safety Services, with an address located at 200 Ryan Street, South Plainfield, New Jersey, 07080 as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and be placed on file with this resolution.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held January 11, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-104

**AUTHORIZING AN EMERGENCY CONTRACT WITH DONALD SALZMANN
LLC FOR REPAIRS TO A TOWNSHIP OF CRANFORD 2019 TC06 PIERCE
ENFORCER PUMPER FIRE ENGINE**

WHEREAS, On October 17, 2021, the Township of Cranford's 2019 TC06 Pierce Enforcer Pumper Fire Engine was involved in an accident on the Garden State Parkway and sustained damage to the Fire Engine; and

WHEREAS, the Cranford Fire Chief has certified that an emergency condition existed and has recommended that the Township authorize/ratify the execution of an emergency contract to pay for the immediate repairs that has to be made to the 2019 TC06 Pierce Enforcer Pumper Fire Engine; and

WHEREAS, pursuant to New Jersey Administrative Code 5:23-2.32 and NJSA 52:27D-132, the Cranford Fire Chief has declared the existence of a significant and immediate need to have the repairs done so that the Fire Engine can go back into service to provide necessary response to fire calls in the Township;

WHEREAS, N.J.S.A. 40A:11-6 allows a municipality to award a contract on an emergency basis without public advertising for bids and bidding; and

WHEREAS, Donald Salzmann, LLC with an address located at 454 Old Georges Road, North Brunswick, New Jersey, 08902, has agreed to provide all necessary repairs to the 2019 TC06 Pierce Enforcer Pumper Fire Engine at a cost not to exceed \$57,925.87.

NOW, THEREFORE, BE IT RESOLVED the Township Committee of the Township of Cranford, does hereby recognize the declaration of this local emergency as authorized by the Township Fire Chief.

Certified to be a true copy of a resolution adopted by the Township Committee at a meeting held January 11, 2022

~~NOT YET APPROVED~~

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-105

BE IT RESOLVED, by the Township Committee of the Township of Cranford, at a meeting held on January 11, 2022, that Wendy Adorno, be and hereby, is appointed to the position of Payroll Specialist within the Finance Department, effective January 10, 2022.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held on January 11, 2022.

COMMITTEE APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-106

BE IT RESOLVED, by the Township Committee of the Township of Cranford, at a meeting held January 11, 2022, that the resignation of Paula O'Hara as a member of the Cannabis Working Group, be and hereby is accepted, effective December 31, 2021.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held January 11, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-107

BE IT RESOLVED, by the Township Committee of the Township of Cranford at a meeting held January 11, 2022, that the Kevin Trocciola be, and hereby is, appointed as a member of the Cranford Community Connection for the year 2022, effective January 1, 2022.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held January 11, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2022-108

BE IT RESOLVED by the Township Committee of the Township of Cranford, at a meeting held January 11, 2022, that Chris Kolibas be, and hereby is, appointed as a member of the Rahway Valley Sewerage Authority (RVSA) for an unexpired term ending February 1, 2026.

Certified to be a true copy of a resolution adopted by the Township Committee of Cranford at a meeting held on January 11, 2022.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____