

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **January 11, 2022** at 7:31 p.m. remotely and by electronic means.

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.

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.

PRESENT: Mayor Kathleen Miller Prunty
Deputy Mayor Jason Gareis
Commissioner Brian Andrews
Commissioner Gina Black
Commissioner Mary O'Connor

ABSENT: None

INVOCATION AND FLAG SALUTE

The invocation was led by Commissioner Gareis, followed by the flag salute.

MAYORAL ANNOUNCEMENTS

Mayor Kathleen Miller Prunty read the Mayor's Proclamation:

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

WHEREAS, Dr. Martin Luther King, Jr., was a leader of this country's civil rights movement and his voice and words continue to inspire us;

WHEREAS, Dr. Martin Luther King, Jr., was born in Atlanta on January 15, 1929, the second child of Reverend Martin Luther King, Sr. and Alberta Williams King; and

WHEREAS, in 1957 Dr. King helped organize the Southern Christian Leadership Conference (SCLC) to end segregation using non-violent protests, led numerous demonstrations against discrimination, including rallies, sit-ins, the Freedom Rides, voter registration drives, and the 1963 March on Washington where he delivered his famed "I have dream" speech on the steps of the Lincoln Memorial; and

WHEREAS, Dr. King's last protest took place on March 28, 1968 when he led a march in Memphis, Tennessee in support of striking sanitation workers; and

WHEREAS, millions of people in the United States and around the world mourned when learning of Dr. King's assassination on April 4, 1968.

NOW, THEREFORE, I, Kathleen Miller Prunty, Mayor of the Township of Cranford, proclaim January 17, 2022 as

MARTIN LUTHER KING, JR. DAY

in the Township of Cranford, and that it be a day of service, as a continuing acknowledgment and remembrance of Dr. King's extraordinary accomplishments, with a fervent hope that one day all people of all nations will be "Free at Last."

Mayor Miller Prunty stated that the Cranford Clergy Council and the Interfaith Human Relations Committee would honor Dr. King's Legacy at the annual commemorative service which would be live-streamed on the upcoming Thursday evening at 7 p.m. She also stated that Ms. Patricia Carter of St. Mark's A.M.E. Church was the recipient of this year's award for Social Justice. Mayor Miller Prunty stated that the Clergy Council would hold a contactless drive-through/drop off for their day of service and listed a number of donation items that would be accepted.

MAYORAL APPOINTMENTS 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

INFORMAL MEETING

Mayor Miller Prunty opened the informal meeting portion of the meeting and asked if there were any questions or comments. Mayor Miller Prunty asked Township Clerk Patricia Donahue if the Clerk's Office received any comments for the public portion of the meeting. Township Clerk Patricia Donahue stated that the Clerk's Office did not receive any public comments via U.S. Post or email. Hearing no comments, Mayor Miller Prunty closed the informal meeting portion of the meeting.

RESOLUTIONS – By Consent Agenda

On motion of Commissioner O' Connor, seconded by Commissioner Black and passed, the following resolutions were adopted by consent agenda:

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

Deputy Mayor Gareis spoke about Resolution No. 2022-104 and provided an update regarding the anticipated timeline for repairs of the fire engine.

Recorded vote:

Aye: Mayor Miller Prunty, Deputy Mayor Gareis, Commissioners Andrews, Black, and O'Connor

Nay: None

Abstained: None

Absent: None

PUBLIC COMMENTS

Mayor Miller Prunty opened the public comments portion of the meeting and asked if there were any questions or comments. Mayor Miller Prunty asked Township Clerk Patricia Donahue if the Clerk's Office received any comments for the public portion of the meeting. Township Clerk Patricia Donahue stated that the Clerk's Office did not receive any public comments via U.S. Post or email. Hearing no comments, Mayor Miller Prunty closed the public comments portion of the meeting.

PROFESSIONAL COMMENTS

Township Administrator Jamie Cryan

- Thanked the Township Committee for passing Resolution No. 2022-105 to approve the hiring of Wendy Adorno;
- Spoke about employment opportunities within the Township.

COMMISSIONER REPORTS/COMMENTS

Commissioner Gina Black

- Spoke about the year ahead and stated that she is looking forward to seeing what the Township Committee can accomplish together;
- Spoke about her role as Commissioner of Public Affairs and ways to improve communication between the Township Committee and residents;
- Spoke about a \$60,000 recreation grant that the Township received from New Jersey Department of Community Affairs;
- Spoke about Martin Luther King Jr. Day.

Commissioner Mary O'Connor

- Spoke about the Budget Meeting scheduled for Saturday, January 22nd and gave a brief explanation of the difference between the operating budget and the capital budget;
- Spoke about Martin Luther King Jr. Day and mentioned some organizations that are in need of donations;
- Congratulated Patricia Carter of St. Marks A.M.E. Church on her Social Justice Award.

Commissioner Brian Andrews

- Thanked the Department of Public Works for their response to the recent snow fall;
- Spoke about the Township's Christmas Tree Curbside Pickup and noted that trees could also be dropped off at the Conservation Center directly;
- Announced that Cranford will be featured in New Jersey Business Monthly and recognized the hard work of the District Management Corporation (DMC);
- Spoke about the "Souper Hero Stroll" being held on January 22nd and January 23, 2022.

Deputy Mayor Jason Gareis

- Spoke about the tragic fire that occurred in New York over the weekend and laid out some safety precautions to follow when using a space heater;
- Reminded residents to check their smoke alarms and carbon monoxide detectors;
- Welcomed the new Police Officers to Cranford: Joshua Sousa, Jason Ingram, Anthony Giannico and Antonio Bellomo.

Mayor Kathleen Miller Prunty

- Spoke about the recent swearing-in of State Senate President Nicholas Scutari, Senator Jon Bramnick, Assemblywoman Nancy Muñoz and Assemblywoman Michele Matsikoudis and wished them luck;
- Spoke about the closure of the Municipal Building to members of the public and the precautions the Township is taking to keep both the public and municipal employees safe;
- Reminded residents to utilize the secure drop boxes outside the Municipal Building.

On motion of Commissioner Andrews seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 8:00 p.m.

Respectfully submitted,

Patricia Donahue, RMC
Township Clerk

Date: January 11, 2022