

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 8, 2022** at 7:36 p.m. in Council Chambers.

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 Deputy Mayor Gareis, followed by the flag salute.

MINUTE APPROVAL

On motion of Commissioner O’Connor, seconded by Commissioner Andrews and passed, the minutes of the Workshop Meeting of November 22, 2021 were approved by indicated vote of the Township Committee:

Recorded vote:

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

Nay: None

Abstained: Commissioner Black

Absent: None

PAYMENT OF BILLS

On motion of Commissioner Black, seconded by Commissioner O’Connor and passed, the Bill List dated February 8, 2022, totaling \$5,723,109.18 was approved for payment by indicated vote of the Township Committee and is on file in the Office of the Township Clerk:

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

MAYORAL REMARKS

Mayor Miller Prunty informed members of the public that the Municipal Building would re-open to the public on Monday, February 14, 2022. She encouraged members of the public to continue to utilize the secure drop boxes that are located outside of the building.

MAYORAL ANNOUNCEMENTS

Mayor Miller Prunty read the Mayor’s Proclamation:

Commemoration of Black History Month

WHEREAS, during Black History Month we celebrate the main achievements and contributions made by African Americans to our economic, cultural, spiritual and political development; and

WHEREAS, in 1926, historian Dr. Carter Woodson and the Association for the Study of Negro Life and History announced the second week of February to be “Negro History Week”; and

WHEREAS, in 1976, as part of the nation’s bicentennial, Black History Week was expanded and became established as Black History Month, and is now celebrated all over North America; and

WHEREAS, the observance of Black History month calls our nation’s attention to the continued need to battle racism and to build a society that lives up to democratic ideals;

WHEREAS, Cranford’s rich history could not be written without including names like Culbreath, Randolph, Parrotts, Cannon, Bryant, Mason, Brown, Harris and so many more;

WHEREAS, in 2020, Cranford saw the creation of the Cranford Equity and Inclusivity Initiative and the Cranford Unity Project to foster awareness and respect for cultures and contributions of all people;

WHEREAS, these efforts promote a better understanding and will contribute to making Cranford a more welcoming and stronger community;

WHEREAS, the 2022 Cranford Township Committee strongly supports these initiatives and is committed to standing against racism and standing for equal treatment, equal opportunities and respect for all people;

NOW, THEREFORE, I, Kathleen Miller Prunty, Mayor of the Township of Cranford, do hereby proclaim the month of February as Black History Month and urge all citizens to celebrate our diverse heritage and culture and continue our efforts to create a world that is more just, peaceful and prosperous for all.

INFORMAL MEETING

Mayor Miller Prunty opened the informal meeting portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Miller Prunty closed the informal meeting portion of the meeting.

ORDINANCE – Introduction

Ordinance No. 2022-04:

The Township Clerk read by title only Ordinance No. 2022-04 entitled, “AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF CRANFORD, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, CHAPTER 40, ARTICLE V, SECTION 28 EMERGENCY MEDICAL SERVICES TRANSPORT FEES”

Deputy Mayor Gareis informed members of the public that Ordinance No. 2022-04 pertaining to medical services transportation fees would not affect the residents of Cranford. Commissioner Andrews echoed Deputy Mayor Gareis’ comments.

Said ordinance was introduced and approved on first reading on motion of Deputy Mayor Gareis, seconded by Commissioner Andrews, and passed by the indicated vote of the Township Committee:

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

Final Reading and Public Hearing for Ordinance No. 2022-04 to be held March 8, 2022 and the publication will take place in the Westfield Leader on February 17, 2022.

Ordinance No. 2022-05:

The Township Clerk read by title only Ordinance No. 2022-05 entitled, “AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF CRANFORD DESIGNATING THE ASSISTANT ZONING OFFICER, AS THE MUNICIPAL HOUSING LIAISON”

Commissioner O’Connor provided members of the public a brief explanation of Ordinance No. 2022-05 pertaining to the designation of a municipal housing liaison.

Said ordinance was introduced and approved on first reading on motion of Commissioner O’Connor, seconded by Commissioner Andrews, and passed by the indicated vote of the Township Committee:

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

Final Reading and Public Hearing for Ordinance No. 2022-05 to be held March 8, 2022 and the publication will take place in the Westfield Leader on February 17, 2022.

RESOLUTIONS – By Consent Agenda

On motion of Commissioner Black, seconded by Deputy Mayor Gareis and passed, the following resolutions were adopted by consent agenda:

Resolution No. 2022-126:

WHEREAS, John Swandrak, a Lieutenant within the Cranford Police Department, is qualified for a leave of absence pursuant to the Federal Family Medical Leave Act (FMLA), New Jersey Family Leave Act (NJFLA) and the New Jersey Paid Family Leave Act (NJPFLLA) for the care of his child.

NOW THEREFORE BE IT RESOLVED by the Township of Committee of the Township of Cranford that John Swandrak is approved for a FMLA/NJFLA/NJPFLLA leave of absence beginning January 27, 2022, using accumulated time as available as employee so elects;

BE IT FURTHER RESOLVED that John Swandrak shall comply with all provisions of law during the FMLA/NJFLA/NJPLA leave of absence, including providing all required medical proofs.

Resolution No. 2022-127:

BE IT RESOLVED by the Township Committee of the Township of Cranford that the following individual be and hereby is appointed as a per diem Emergency Medical Technician (EMT) effective February 9, 2022:

Kiara Adorno

Resolution No. 2022-128:

WHEREAS, at a meeting held May 24, 2016, the Township Committee adopted Ordinance No. 2016-06, which established ranges with minimum and maximum salaries and progressive salary steps for certain job titles within the Township of Cranford; and

WHEREAS, pursuant to Ordinance No. 2016-06, the Township Committee reserves the right and discretion to make salary adjustments at any time as it deems it to be in the public interest and in the interests of good management; and

WHEREAS, the Township Committee is appreciative of the hard work of all of its Township employees and is desirous of retaining dependable and experienced employees; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby approves the progression in steps and/or salary increases for the following employees in the following job titles:

Name	Title	Salary	Effective
James M. Cryan	Township Administrator	\$172,000.00	January 1, 2022
Bryan Flynn	Tax Assessor	\$82,400.00	November 1, 2021
Ruth Nicholas	Assistant Zoning Officer	\$55,000.00	February 9, 2022

Resolution No. 2022-129:

WHEREAS, at a meeting held June 13, 2006, the Township Committee of the Township of Cranford adopted Ordinance No. 2006-25, which established the position of Assistant Zoning Officer; and

WHEREAS, Chapter 6, Article XL, Section 168 of the Municipal Code of the Township of Cranford, authorizes the appointment of the Assistant Zoning Officer by the Township Committee; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranford, at a meeting held February 8, 2022, that Ruth Nicholas be, and hereby is, appointed as Assistant Zoning Officer in the Office of Planning & Zoning, effective February 9, 2022.

Resolution No. 2022-130:**APPROVING CONTRACTS FOR PLANNING BOARD PROFESSIONALS**

WHEREAS, there exists a need for the Planning Board of the Township of Cranford to engage various experts in legal, engineering and planning services;

WHEREAS, the Township of Cranford advertised for a Request for Proposals (RFP's) for the Provision of Various 2022 Professional Services through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, pursuant to N.J.S.A. 40:55D-24, the Planning Board may contract for legal and other expert services within the amount appropriated for such services by the Township Committee;

WHEREAS, on January 5, 2022, pursuant to Planning Board Resolution 2022-02, the Planning Board appointed Jonathan E. Drill, Esq. of Stickel, Koenig, Sullivan & Drill, as Planning Board attorney for the year 2022, and awarded contracts for the same;

WHEREAS, on January 5, 2022, pursuant to Planning Board Resolution 2022-03 the Planning Board appointed Jacqueline Dirmann, PE, CME, CFM (of Colliers Engineering & Design, Inc.) as Planning Board engineering expert for the year 2022, and awarded a contract for the same;

WHEREAS, on January 5, 2022, pursuant to Planning Board Resolution 2022-04, the Planning Board appointed Nicholas A. Dickerson, PP, AICP (of Colliers Engineering & Design, Inc.), and Topology NJ, LLC as Planning Board planning experts for the year 2022, and awarded contracts for the same; and

WHEREAS, the Chief Financial Officer and the Director of Finance have certified to the availability of funds for the aforementioned contracts upon adoption of the 2022 municipal budget which will be on file in the office of the Township Clerk, specifically that the Stickel, Koenig, Sullivan & Drill contract will be charged to Account No. 2-01-21-180-000-214 and the Colliers Engineering & Design contract will be charged to Account No. 2-01-21-180-000-214.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranford, New Jersey, authorizes and approves the issuance of contracts awarded pursuant to Planning Board Resolutions No.'s 2022-02, 2022-03 and 2022-04, consistent with the applicable Certificate of Availability of Funds.

Resolution No. 2022-131:**APPROVING CONTRACTS FOR ZONING BOARD OF ADJUSTMENT PROFESSIONALS**

WHEREAS, there exists a need for the Zoning Board of Adjustment of the Township of Cranford ("Zoning Board") to engage various experts in legal, engineering and planning services; and

WHEREAS, the Township of Cranford advertised for a Request for Proposals (RFP's) for the Provision of Various 2022 Professional Services through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, pursuant to N.J.S.A. 40:55D-71, the Zoning Board may contract for legal and other expert services within the amount appropriated for such services by the Township Committee;

WHEREAS, on January 10, 2022, pursuant to Zoning Board Resolution 2022-02, the Zoning Board appointed Mark S. Rothman, Esq., of Robbins and Robbins LLP, as Zoning Board attorney for the year 2022, and awarded a contract for the same;

WHEREAS, on January 10, 2022, pursuant to Zoning Board Resolution 2022-03, the Zoning Board appointed Jacqueline Dirmann, PE, CME, CFM of Colliers Engineering & Design as the Zoning Board engineering expert for the year 2022, and awarded a contract for the same;

WHEREAS, on January 10, 2022, pursuant to Zoning Board Resolution 2022-04, the Zoning Board appointed Greer Patras, AICP, PP of Topology NJ, LLC as the Zoning Board’s principal planning expert for the year 2022 along with Neglia Engineering Associates as alternate planner in the event of a conflict of interest with the Zoning Board’s principal planner, and awarded contracts for the same;

WHEREAS, the Chief Financial Officer and the Director of Finance have certified to the availability of funds for the aforementioned contracts upon adoption of the 2022 municipal budget which will be on file in the office of the Township Clerk, specifically that the Robbins and Robbins LLP contract will be charged to Account No. 2-01-21-185-000-214.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranford, New Jersey, authorizes and approves the issuance of contracts awarded pursuant to Zoning Board Resolutions No.’s 2022-02, 2022-03 and 2022-04, consistent with the applicable Certificate of Availability of Funds.

Resolution No. 2022-132:
REMOVED FROM AGENDA

Resolution No. 2022-133:

BE IT RESOLVED by the Township Committee of the Township of Cranford on the 8th day of February, 2022 that the following checks will be refunded by the Tax Collector to the lien holder according to statutory requirements:

Redemption of Certificate No. 21-00002

Block 179 Lot 17
NTL LLC
233 Hearth Ct West
Lakewood, NJ 08701

Refund: \$ 35,943.16
(2-01-55-000-010-029)
Premium: \$145,100.00
(T-15-00-000-106-000)

Resolution No. 2022-134:

BE IT RESOLVED that the Cranford Chamber of Commerce be, and hereby is, permitted to hold “Cranford Street Fairs”, with music, from 8:00 a.m. to 6:00 p.m., rain or shine, on the following dates:

- Sunday, May 1, 2022
- Sunday, August 28, 2022
- Sunday, October 9, 2022

BE IT FURTHER RESOLVED that “Cranford Street Fairs” will require the designation of approximately one hundred and fifty (150) parking spaces as “No Parking” and closing of various streets and locations as follows:

- Parking Restriction and the closure of North Union Avenue from Springfield Avenue to North Avenue
- Eastman Street Clock Plaza
- Alden Street from North Avenue to Parking Lot No. 11
- Municipal Lot No. 1
- A portion of Lot No. 11

BE IT FURTHER RESOLVED that the Cranford Chamber of Commerce is permitted to post approximately fifteen (15) signs on municipal property in connection with the aforementioned events, and that said signs shall be posted not more than ten (10) days prior to each event, and shall be removed the day following each event.

Resolution No. 2022-135:

BE IT RESOLVED by the Township Committee of the Township of Cranford, that Maybe I Do Film, Inc., (a film production company) of 78 John Miller Way, 4th Floor, Kearny, New Jersey, 07032, be, and hereby is, authorized to close and utilize Eastman Street, between North Avenue West and Miln Street in connection with the filming of a motion picture named, “Maybe I Do” on February 23, 2022 from 9:00 a.m. to 11:00 p.m.; and

BE IT FURTHER RESOLVED that Maybe I Do Film, Inc. has received a filming permit from the Township of Cranford and has provided the Township of Cranford with a valid insurance certificate of liability for the filming; and

BE IT FURTHER RESOLVED the Cranford Police Department has been contracted to be on-site during the filming to provide security and maintain traffic control during the street closure.

Resolution No. 2022-136:

BE IT RESOLVED by the Township Committee of the Township of Cranford, that Calvary Nursery School and Child Care of 108 Eastman Street, Cranford New Jersey, 07016 be, and hereby is, authorized to close and utilize Holly Street, between Eastman Street and Alden Street in connection with their annual “Week of the Young Child Party and Ice Cream Social” event to be held on April 7, 2022 from 9:30 a.m. to 11:00 a.m.; and

BE IT FURTHER RESOLVED the Cranford Police Department and the Cranford Fire Department will be on-site during the street closure with emergency vehicles and apparatus to assist with the event.

Resolution No. 2022-137:

BE IT RESOLVED that the Township Committee of the Township of Cranford be and hereby approves and authorizes a change in date for the Capital Budget Workshop Meeting from Thursday, February 3, 2022 to Thursday, February 10, 2022. The Capital Budget Workshop Meeting will be held at 5:30 p.m. in Room 108, Second Floor, Township of Cranford Municipal Building, 8 Springfield Avenue, Cranford, New Jersey, 07016.

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. Hearing no comments, Mayor Miller Prunty closed the public comments portion of the meeting.

PROFESSIONAL COMMENTS

Township Attorney Ryan Cooper

- Mr. Cooper had no comments but stated that he was glad to be back to in-person meetings.

Township Administrator Jamie Cryan

- Announced that the Capital Budget Workshop Meeting would be held on the upcoming Thursday; discussed seven (7) department heads that would be attending the Capital Budget Meeting to make requests for their departments;
- Thanked the Township Committee for their faith and support in Ruth Nicholas, Bryan Flynn and himself.

COMMISSIONER REPORTS/COMMENTS

Commissioner Gina Black

- Stated that she was glad to be back in-person;
- Spoke about Elizabethtown Gas and the Workshop presentation regarding expected work on North and South Avenues;
- Discussed the presentation that was given by the Historic Preservation Advisory Board pertaining to the policy proposals for the historic preservation element of Cranford’s Master Plan;
- Provided an update on the renovation project at 375 Centennial Avenue including the timeline of the work;
- Spoke about the status of the Flood Advisory Board;
- Announced that updates would be made to the Township website.

Commissioner Mary O’Connor

- Welcomed Kiara Adorno to the Township’s EMT (Emergency Medical Technician) services;
- Congratulated Ruth Nicholas on her appointment to Assistant Zoning Officer;
- Spoke about the Operating Budget and thanked the contributions of Department Heads and Township employees;
- Spoke about the Capital Budget and explained that it is used to fund Township Equipment needs as well as infrastructure;
- Discussed flood mitigation efforts on the federal, state and local levels;
- Thanked Rabbi Kerbel and co-presidents of Temple Beth El-Mekor Chayim, Mindy Kipness and Bruce Solomon, as well as all of the members of the Cranford Clergy Council for bringing the community together to stand against anti-semitism;

- Spoke about the upcoming Black History Month's Story Walk.

Commissioner Brian Andrews

- Welcomed Kiara Adorno to the Township;
- Congratulated Ruth Nicholas on her appointment to Assistant Zoning Officer;
- Discussed the importance of public input specifically as it relates to matters like the upcoming Capital Budget Meeting;
- Spoke about the condition of the roads in town and how they will be chosen for repair;
- Announced that the District Management Corporation (DMC) will be holding their Fire and Ice celebration;
- Spoke about the various employment opportunities available in the Downtown District.

Deputy Mayor Jason Gareis

- Implored members of the public to download the Cranford Police App;
- Spoke about a Police Department commendation for Officer Bell, Detective Jordan, Detective Gerrity, Detective D'Agostino and Detective Trotter regarding a violent incident that occurred on Christmas Eve;
- Spoke about an attempted motor vehicle theft that recently occurred and urged members of the public to stay alert.
- Spoke about an upcoming Cranford Lacrosse Club Parents' Night Out Tricky Tray event.

Mayor Kathleen Miller Prunty

- Spoke about Flood Control and the restructuring of the Flood Control Committee;
- Discussed the Westfield Planning Board meeting regarding an application for development at the Williams Nursery site;
- Mayor Miller Prunty read a letter that she submitted to the Westfield Planning Board regarding flood control efforts;
- Reminded members of the public that February is American Heart Health Month for Women.

On motion of Commissioner Black, seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 8:12 p.m.

Respectfully submitted,

Patricia Donahue, RMC
Township Clerk

Date: February 8, 2022